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SAN FRANCISCO PUBLIC LIBRARY

January 31, 1967

Proceedings of the postponed regular meeting of the San Francisco Public Library Commission held Tuesday, January 17, 1967, in the Commissioners' Room, Main Library.

The meeting was called to order at 4:10 P.M. by President Callanan.

On roll call the following were noted present: Commissioners Bransten, Callanan, Garner, Graves, Lisle, Malone and Mohr.

President Callanan welcomed guests including Mrs. Carl W. Stern, Vice-President of the Friends of the Library, Mrs. Irving Baum, representing the League of Women Voters, and Mr. Yang Soo Han, Chief of the Education Sub-section of the Korean Ministry of Home Affairs.

It was moved by Commissioner Graves and seconded by Commissioner Garner that the minutes of the December 1966 Commission meeting be approved as submitted. There being no objection, it was so ordered.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE

At the request of Chairman Bransten, Mr. David Belch, Public Information Officer, elaborated on the public relations activities report for the month of December 1966.

ADMINISTRATION AND PERSONNEL COMMITTEE

Chairman Lisle moved, Commissioner Malone seconded and the Commission by unanimous action approved the following resolution:

RESOLUTION #337

(See first page following the minutes of this meeting.)

BUILDINGS, DEVELOPMENT, MAIN LIBRARY COMMITTEE

Chairman Malone reported the following matters:

1. New Excelsior Branch Library -- framing for the exterior walls has been erected.
2. Anna E. Waden Branch Library -- preliminary drawings are being prepared by the project architects, based on the design for the building which was reviewed by President Callanan, Commissioner Malone and members of the library administrative staff at a meeting held during the second week of January. When the drawings are completed they will be presented to the entire Commission for its consideration.
3. A meeting was held at Mrs. Stern's home for the purpose of developing specific organizational goals in connection with the Main Library bond issue.

FINANCE, AUDIT AND BUDGET COMMITTEE

Chairman Graves reported the Commission's consideration of the department's proposed 1967-68 operating budget. He moved, Commissioner Malone seconded, and the Commission by unanimous action voted to approve the submission of a budget in

an amount not to exceed $3,900,000.

It was moved by Chairman Graves, seconded by Commissioner Lisle and unanimously adopted that the expenditures, in the amount of $2,414.85, made from the Fuhrman Bequest Fund during the month of December 1966, be approved.

FRIENDS OF THE LIBRARY REPORT

Mrs. Stern reported on the special memorial fund established to honor Mr. & Mrs. Richard Dakin. Susanna Dakin was one of the first members of the Friends and an active supporter of the Library and its programs.

It was moved by Commissioner Lisle, seconded by Commissioner Malone and unanimously adopted that a letter be directed to the Dakin family expressing the Commission's gratitude for the many contributions Mr. & Mrs. Dakin made to the Library and the community.

Plans for the 1967 observance of National Library Week were summarized by Mrs. Stern. She informed the Commission that several events, including the book sale and the poetry contest, would be repeated this year because of the favorable response they had generated in the past. Suggestions for new events are being considered by the NLW Committee.

CITY LIBRARIAN'S REPORT

Mr. Holman reported the following matters:

1. The City Planning Commission has approved a main library bond issue of $15 million, but has recommended that the selection of a site await the conclusions of the Civic Center Space Survey.

2. The State has approved a per capita grant of $30,300 to the San Francisco Public Library. Funds will be used for several purposes, including the conversion of periodical listings to electronic data processing (EDP) format.

3. The book conveyor has been placed in operation. Henceforth, books returned to the desk in the lobby of the main library will be transported to the basement for sorting there.

4. A memorial fund of $500 has been established by Mrs. John Howard Hart to honor her daughter, Jane Hart, who was a graphic designer and an active user of the Library's collections. It is anticipated that additional contributions will be made to this special fund which will be used to purchase materials on the graphic arts.

It was moved by Commissioner Graves, seconded by Commissioner Garner and unanimously adopted that the following resolution be approved:

RESOLUTION #338

RESOLVED That the San Francisco Public Library Commission, as the official governing body of the Library under Section 43 of the Charter of the City and County of San Francisco, does hereby accept and authorize execution of an agreement (Education Number 3258) between the State Librarian of the State of California, and the San Francisco Public Library, whereby the State agrees to make a Per Capita Grant in the amount of $30,300.00 to the San Francisco Public Library for the term from December 29, 1966 to June 30, 1968. The Commission further

resolves to accept all terms and conditions of said Grant agreement and names William R. Holman, City Librarian, as the official who is authorized to act on its behalf.

Commissioner Mohr, Chairman of the American Library Trustees Association Hospitality Committee for the forthcoming ALA Conference, informed the Commission of the meetings and social events being planned for trustees and commissioners during the convention. She mentioned particularly the need for a Trustee Hospitality Room and suggested that the Commissioners' Room might be used for this purpose.

ELECTION OF OFFICERS

President Callanan declared that nominations were in order for Commission officers for the 1967 term.

Commissioner Mohr nominated Commissioner Callanan for the office of Commission President. The nomination was seconded by Commissioner Malone. There being no further nominations, Commissioner Callanan was declared elected President by unanimous action.

Commissioner Malone nominated Commissioner Garner for the office of Commission First Vice-President. The nomination was seconded by Commissioner Graves. There being no further nominations, Commissioner Garner was declared elected First Vice-President by unanimous action.

Commissioner Graves nominated Commissioner Lisle for the office of Commission Second Vice-President. The nomination was seconded by Commissioner Malone. There being no further nominations, Commissioner Lisle was declared elected Second Vice-President by unanimous action.

President Callanan thanked his fellow Commissioners for their continued support and expression of confidence. He extended his appreciation to Commissioners Malone and Graves, 1966 First and Second Vice-President, respectively, for their assistance, adding that he looked forward to working with Commissioners Garner and Lisle during the 1967 term of office.

Commissioners Garner and Lisle thanked the other members of the Commission for the honor of being elected to office.

Commissioners Lisle and Malone were congratulated by President Callanan on their reappointment to the Commission.

COMMUNICATIONS

From The Honorable John F. Shelley, Mayor, re: responding to the Commission's request that he deliver the welcoming remarks to the opening session of the ALA Conference on June 25, 1967. File.

From The Honorable Gerald S. Levin, Presiding Judge of the Superior Court, re: expressing his appreciation to President Callanan for forwarding a copy of the proposal for a new Main Library to be located on Marshall Square. File.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 P.M. Tuesday, February 7, 1967.

Respectfully submitted:

Frank A. Clarvoe, Jr., Secretary
San Francisco Public Library Commission

RESOLUTION NO. 337

RESOLVED that the following non-Civil Service, Temporary and recertification of temporary appointments which have been made by the City Librarian for the month of December, 1966, be approved:

3602 Library Page, ptan

Alex Garner
Giovanni Herron
John Jue
William Kearney
Eileen Malley
Richard Parks
Alden Seid

1422 Junior Clerk Typist

Jimmie Rainey

1402 Junior Clerk

Jonathan Dalrymple

AND FURTHER that the following resignation of non-Civil Service, part-time and temporary positions be accepted:

3602 Library Page, ptan

Jacqueline Beachum
Jim Carter
Ronald Dizon
Lester Gok
Hugo Hawkins
Donald Jin
Armandie Johnson
Carolynne Neuman
Craig Rasmussen
Jerry Shasky
Gary Tom
Clyde Wong
John Yee

3630 Librarian

Clinton Arndt

February 15, 1967

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, February 7, 1967, in the Commissioners' Room, Main Library.

The meeting was called to order at 3:50 P. M. by President Callanan.

On roll call the following were noted present: Commissioners Callanan, Garner, Malone and Mohr. Absent: Commissioners Bransten, Graves and Lisle.

President Callanan welcomed guests including Mrs. Carl W. Stern, Vice-President of the Friends of the Library, and Mrs. Irving Baum, representing the League of Women Voters.

It was moved by Commissioner Malone and seconded by Commissioner Mohr that the minutes of the January meeting be approved as submitted. There being no objection, it was so ordered.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE

In the absence of Chairman Bransten, Mr. David Belch, Public Information Officer, called the Commission's attention to the department's monthly public relations activities report and to three recent publications issued by the Library -- two reading lists and a card which will be used by the Friends of the Library to acknowledge gifts.

Mr. Belch also reported that Mrs. Joan Dillon will take over as hostess of the library program carried by radio station KKHX.

Commissioner Garner moved, Commissioner Malone seconded and the Commission by unanimous action approved the monthly public relations activities report.

Commissioner Mohr praised the current exhibit "The Chinese in California" presented in cooperation with the Chinese Historical Society. Many items displayed on the second and third floors of the Main Library have not been previously exhibited where they could be seen by the general public. The exhibit was timed to coincide with the observance of Chinese New Year.

In response to a question from Commissioner Malone, the City Librarian stated that the Library has holdings in a number of foreign languages and that many donations have been received from individuals anxious to advance their own particular native language. Commissioner Mohr added that some larger libraries devote a special branch to housing their collections of foreign language materials.

ADMINISTRATION AND PERSONNEL COMMITTEE

In the absence of Chairman Lisle, Commissioner Mohr moved, Commissioner Malone seconded and the Commission by unanimous action approved the following resolution:

RESOLUTION #339

(See first page following the minutes of this meeting.)

BUILDING, DEVELOPMENT, MAIN LIBRARY COMMITTEE

Chairman Malone reported the following matters:

1. The structural steel has been erected for the Excelsior Branch Library. The roof should be on within two to three weeks. Although the project was somewhat delayed due to heavy rains, it is anticipated that the building will be completed in late August or early September.

2. The project architect expects to present the preliminary plans for the Anna E. Waden Branch Library at the March Commission meeting.

3. Meetings are continuing for the purpose of planning the Main Library bond issue compaign.

FINANCE, AUDIT AND BUDGET COMMITTEE

In the absence of Chairman Graves, Commissioner Mohr moved, Commissioner Garner seconded and the Commission by unanimous action approved the expenditures, in the amount of $167.50, made from the Fuhrman Bequest Fund during the month of January.

It was moved by Commissioner Malone, seconded by Commissioner Garner and unanimously adopted that the Library's financial report, for the quarter ended December 31, 1966, be approved. (See second page following the minutes of this meeting.)

FRIENDS OF THE LIBRARY REPORT

Mrs. Stern reported the following matters:

1. The Dakin Memorial Fund now contains in excess of $1,000.00.

2. A meeting was held with Mr. Thomas Miller, Executive Assistant to the Chief Administrative Officer, for the purpose of discussing the next procedural steps to be followed in advancing the bond issue for the Main Library. It is anticipated that a plan for Civic Center development and utilization will follow the completion of the office space study currently nearing completion. Future bond issues (proposed for elections after 1967) will be discussed by the Capital Improvement Advisory Committee after March 15.

CITY LIBRARIAN'S REPORT

Mr. Holman reported the following matters:

1. The Library-sponsored talk by Paul B. Fay, Jr. was excellent, reflecting the author's warm feeling for the late President Kennedy.

2. Funds from the State grant will probably be used to convert periodical listings for electronic data processing presentation, if the plan submitted to the EDP department at City Hall is approved. Ultimately, it is expected that a listing of all of the Library's periodical holdings will be made available to our own branch libraries, and, perhaps, to other libraries in the Bay Area as well.

3. The Pacific Fire Rating Bureau has donated its valuable insurance library to the San Francisco Public Library. The collection will be housed at the Business Branch.

4. A civil service examination for the classification of Principal Librarian will be conducted on February 10.

Commissioner Mohr reported that she expected to meet with American Library Trustee Association representatives on Friday and Saturday, February 10 and 11, for the purpose of planning activities which will be held for trustees and commissioners

during the forthcoming American Library Association annual conference. She asked that this matter be continued on the Commission's agenda for the next several meetings.

COMMUNICATIONS

From Miss Effie Lee Morris, Children's Coordinator, re: advising the Commission of the gift of original illustrations from his books, The Faraway Christmas and The Cat From Telegraph Hill, by Mr. Clement Hurd. Letter of appreciation to be directed to Mr. Hurd.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 P.M. Tuesday, March 7, 1967.

Respectfully submitted,

Frank A. Clarvoe, Jr., Secretary
San Francisco Public Library Commission

RESOLUTION NO. 339

RESOLVED that the following non-Civil Service, Temporary and recertification of temporary appointments which have been made by the City Librarian for the month of January, 1967, be approved:

3602 Library Page, ptan

Hans Art
Rosemary Chew
Alfredo De Lemos
Joseph De Rosa
Roger Dickson
Barbara Elbl
Gilda Foz
Glenn Gee
Jannold Jann
Jeanette Lee
Jean Lum
Ernest Louie
John Male
Brian Matsumura
Douglas Morales
Michael Neilson
Susan Oliver
Anthony Robinson
Frederick Wittman
John Messmer

1422 Junior Clerk Typist

Alphonso Jackson

1402 Junior Clerk

Bomar Ware

AND FURTHER that the following resignation of non-Civil Service, part-time and temporary positions be accepted:

3602 Library Page, ptan

Robert Bachecki
Florence Chin
Curtis De La Cruz
Richard Fee
Gary Graham
Anita Groves
Brenda Lee
Herman Lee
Philip MacDonald
John Male
Tony Matthews
Teresa Murphy
Michael O'Reilley
Paula Pisani
Joan Pugh
Randall Siller
Jeanetta Tompkins

1402 Junior Clerk

Burton Swan

February 3, 1967

FINANCIAL COMMITTEE REPORT
QUARTER ENDING DECEMBER 31, 1966
FISCAL YEAR 1966-67

REVOLVING FUND $2,000.00

RECEIPTS: OCTOBER, NOVEMBER & DECEMBER 1966:

Fines	$23,594
Books Paid	2,171
Sales of Reserve Postals	933
Miscellaneous Income	1,791
TOTAL RECEIPTS	$28,489

****

	BUDGET-TRANSFER	EXPENDED FOR THE QUARTER	EXPENDED TO DATE	BALANCE
Permanent Salaries	$1,982,361	$ 395,399	$ 853,326	$1,129,035
Overtime Salaries	1,050	164	243	807
Temporary Salaries	5,500	647	3,358	2,142
Wages	282,059	69,651	133,683	148,376
Contractual Services	138,490	39,432	124,457	14,033
Binding	50,000	13	48,611	1,389
Material and Supplies	57,044	15,119	40,057	16,987
Equipment	37,731	8,553	9,812	27,919
Library Books	640,000	50,184	400,308	239,692
Maint. & Repair Office Equip.	3,700	348	1,819	1,881
Maint. & Repair Auto Equip.	1,200	619	952	248
Telephone & Telegraph	11,760	4	5,196	6,564
Scavenger Services	2,200	521	1,042	1,158
Window Cleaning Services	6,500		6,349	151
Rental of Office Machines	2,956		2,662	294
Pest Control Service	300		250	50
Reproduction Service	100	20	33	67
Membership Dues	1,297	378	518	779
Fidelity Insurance	71			71
Auto & General Insurance	1,406		404	1,002
Compensation Insurance	1,000	250	500	500
Retirement	99,236	18,010	42,886	56,350
Social Security Tax	75,740	8,103	21,456	54,284
Health Service	13,556	3,171	7,934	5,622
Rental of Branches	37,520	9,345	18,690	18,830
Heat, Light & Power	53,870	11,580	23,807	30,063
Services of Other Dept.	23,107	5,760	10,068	12,439
Revolving Fund	1,000			1,000
TOTAL BUDGET	$3,530,754	$ 637,271	$1,759,021	$1,771,733

BUDGET TRANSFERRED TO DEPARTMENT OF PUBLIC WORKS	APPROPRIATED
Maintenance & Repair of Building	$ 66,300
Replacement & Reconstruction	11,800
Improvements	86,900
TOTAL BUDGET TRANSFERRED TO PUBLIC WORKS	$ 165,000

SAN FRANCISCO PUBLIC LIBRARY

March 13, 1967

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, March 7, 1967, in the Commissioners' Room, Main Library.

The meeting was called to order at 3:45 P.M. by President Callanan.

On roll call the following were noted present: Commissioners Bransten, Callanan, Graves, Lisle, Malone and Mohr. Absent: Commissioner Garner.

President Callanan welcomed guests including Mrs. Irving Baum and Mrs. B. B. Brooks. Mrs. Baum informed the Commission that Mrs. Brooks had been designated as the new library observer for the League of Women Voters.

It was moved by Commissioner Lisle and seconded by Commissioner Mohr that the minutes of the February Commission meeting be approved as submitted. There being no objection, it was so ordered.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE

Chairman Bransten called the Commission's attention to the Library's monthly public relations activities report. Mr. David Belch, Public Information Officer, stated that the report was self-explanatory, but did mention the several lecture and program announcements and book marks which had been printed by the Department during the preceding month.

It was moved by Chairman Bransten, seconded by Commissioner Graves and unanimously adopted that the public relations activities report be approved.

ADMINISTRATION AND PERSONNEL COMMITTEE

Chairman Lisle moved, Commissioner Malone seconded and the Commission by unanimous action approved the following resolution:

RESOLUTION #340

(See first page following the minutes of this meeting.)

FINANCE, AUDIT AND BUDGET COMMITTEE

At the request of Chairman Graves, the City Librarian summarized a tentative proposal to be submitted to the California State Library for a Grant under the provisions of the Federal "Library Services and Construction Act, Title I".

It was moved by Commissioner Malone, seconded by Commissioner Graves and unanimously adopted that the two year program, in the approximate amout of $611,650.00, be submitted to the State Library for consideration.

BUILDINGS, DEVELOPMENT, MAIN LIBRARY COMMITTEE

Chairman Malone reported progress on the construction of the permanent Excelsior Branch Library.

Mr. Barry Wasserman and Mr. David Sands, representing John S. Bolles Associates, architects, explained the model and preliminary drawings of the Anna E.

Waden Branch Library for the Commission. Following questions and discussion, it was requested that the Library staff and the Commission be given the opportunity to study the proposed plans at greater length.

Chairman Malone asked that a meeting of the Buildings, Development, Main Library Committee be held at 4:00 P.M. Wednesday, March 15, 1967, for the purpose of discussing developments related to the proposed main library bond issue.

FRIENDS OF THE LIBRARY REPORT

Mrs. Carl W. Stern, Vice-President of the Friends, reported the success of the Eric Hoffer talk, which was presented on the evening of March 1. Attendance was estimated at 700 persons, Mr. Holman added, and the presentation was tape recorded.

CITY LIBRARIAN'S REPORT

Mr. Holman reported that a check, in the amount of $10,000.00, had been received as a bequest under the terms of the will of Mr. Nat Schmulowitz. The money, which will be invested through the Treasurer of the City and County, is expected to provide income with which to continue acquisitions for the Schmulowitz Collection of Wit and Humor.

It was moved by Commissioner Mohr, seconded by Commissioner Graves and unanimously adopted that the check from Mr. Schmulowitz's estate be accepted with deep appreciation, and that the Commission's gratitude be conveyed to Miss Kay Schmulowitz, the decedent's sister.

Preparations for the American Library Association annual conference, to be held in San Francisco commencing June 25, 1967, were summarized by Mr. Holman.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 P.M. Tuesday, April 4, 1967.

Respectfully submitted,

Frank A. Clarvoe, Jr., Secretary
San Francisco Public Library Commission

RESOLUTION NO. 340

RESOLVED that the following non-Civil Service, Temporary and recertification of temporary appointments which have been made by the City Librarian for the month of February, 1967, be approved:

3602 Library Page, ptan

Linda Barisione
Ronald Bertrand
Richard Birss
Tom Csekey
Rudolph Espinoza
Jose Fabiani
Suzanne Gilbert
Penelope Gray
Eugene Johnson
Richard Lim
Sophia Marra
Ann Milenkiewicz
Arlene Naegelin
Sandra Piva
Sharon Quan
Roger Remedios
Cynthia Tsang
James Walker
Claude Wilson
Henry Wong
Christopher Wood
Ellen Yung

1422 Junior Clerk Typist

Myrtis Graham
Anita Groves
Socorro Hernandez
Charlie Mae Martin

2714 Janitor

Leon Allen
George Montemayor

3630 Librarian

Anne Sparks

AND FURTHER that the following resignation of non-Civil Service, part-time and temporary positions be accepted:

3602 Library Page, ptan

Andrew Archibald
Frank Bermudez
Kenrick Dare
Joseph De Rosa
Gilda Foz
Joseph Giordano
Carolyn Novosel
Bituin Ramos
Ronald Stallings
Cheryl Switzer
Andrew Uehara

1422 Junior Clerk Typist

Annie Shaw

2714 Janitor

Leon Allen
George Montemayor

SAN FRANCISCO PUBLIC LIBRARY

April 10, 1967

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, April 4, 1967, in the Commissioners' Room, Main Library.

The meeting was called to order at 3:45 P.M. by President Callanan.

On roll call the following were noted present: Commissioners Bransten, Callanan, Garner, Graves, Lisle, Malone and Mohr.

President Callanan welcomed guests including Mrs. B. B. Brooks, representing the League of Women Voters, and two students, Mrs. Rita Strand and Miss Deanna Siedell, from the University of Washington School of Librarianship.

It was duly moved and seconded that the minutes of the March meeting be approved as submitted. There being no objection, it was so ordered.

BUILDINGS, DEVELOPMENT, MAIN LIBRARY COMMITTEE

At the request of Chairman Malone, the Secretary summarized the changes made in the basic design of the Anna E. Waden Branch Library by the project architect. The City Librarian stated that the revisions made the plan more functional and quite acceptable to him.

Commissioner Graves moved, Commissioner Lisle seconded and the Commission by unanimous action approved the revised plan for the Anna E. Waden Branch Library, with the provision that additional design refinements be worked out between the Library staff and Mr. Bolles' office.

It was reported by Chairman Malone that considerable progress had been made on the construction of the new Excelsior Branch Library despite the rainy weather.

Chairman Malone moved, Commissioner Garner seconded and the Commission by unanimous action voted to accept the report of the Buildings, Development, Main Library Committee.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE

Three recent gifts to the Library were reported by Chairman Bransten: a volume on the history of the fraternal order, The Improved Order of Red Men; the volume of the 1879 issues of The Spirit of the Times, donated by The Press Club of San Francisco; a stereo phonograph presented to the Western Addition Branch Library.

It was moved by Chairman Bransten, seconded by Commissioner Malone and unanimously adopted that letters of appreciation be directed to those responsible for making the above gifts possible.

Chairman Bransten moved, Commissioner Lisle seconded and the Commission, by unanimous action, approved the Library's monthly public relations activities report.

President Callanan recognized Mr. Alfred Charles Williams, who displayed materials which he wished to have posted in the library buildings.

Following discussion, it was moved by Chairman Bransten, seconded by Commissioner Malone and unanimously adopted that the decision regarding the posting of

Mr. Williams' materials be left to the Library staff.

ADMINISTRATION AND PERSONNEL COMMITTEE

Chairman Lisle moved, Commissioner Mohr seconded and the Commission, by unanimous action, approved the following resolution:

RESOLUTION #341

(See first page following the minutes of this meeting.)

FINANCE, AUDIT AND BUDGET COMMITTEE

It was moved by Chairman Graves, seconded by Commissioner Lisle and unanimously adopted that the expenditures, in the amount of $348.00, made from the Fuhrman Bequest Fund during the month of March, be approved.

Chairman Graves moved, Commissioner Lisle seconded and the Commission, by unanimous action, approved the following resolution:

RESOLUTION #342

RESOLVED That the San Francisco Public Library Commission hereby approves the attendance of the City Librarian upon a recruiting trip to the University of California at Los Angeles, April 16-17, 1967, and to investigate data processing system for library use at the University of California at San Diego, April 13-14, 1967, provided funds are available.

Commissioner Mohr mentioned that the Los Angeles City Council had approved a bond issue of $59 million for the construction of a new main library and for other library building projects in that community. The bond issue is to appear on the ballot of the election to be held May 31, 1967. Mr. Holman was asked by the Commission to discuss this proposal and its implications with the City Librarian of Los Angeles.

It was announced by Chairman Graves that the Mayor's hearing on the Library's 1967-68 budget would be held at 3:00 P.M. Wednesday, April 5, 1967.

FRIENDS OF THE LIBRARY REPORT

Although Mrs. Carl W. Stern, Vice-President of the Friends was not present to give her monthly report, the Commission's attention was directed to the extensive program which had been planned for the 1967 observance of National Library Week.

CITY LIBRARIAN'S REPORT

In response to Mr. Holman's request, Commissioner Malone moved, Commissioner Mohr seconded and the Commission, by unanimous action, passed the following resolution:

RESOLUTION #343

RESOLVED That the San Francisco Public Library Commission hereby authorizes the City Librarian to formulate a program for the Library's participation in the Mayor's New Careers Demonstration Project.

President Callanan extended the Board's best wishes to Commissioner Mohr on

the occasion of her birthday.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 P.M. Tuesday, May 2, 1967.)

Respectfully submitted,

Frank A. Clarvoe, Jr., Secretary
San Francisco Public Library Commission

RESOLUTION NO. 341

RESOLVED that the following non-Civil Service, Temporary and recertification of temporary appointments which have been made by the City Librarian for the month of March, 1967, be approved:

3602 Library Page, ptan

Andrew Canepa
Nelson Chen
Cynthia George
John Gragg
June Holle
John Meyer
Glenda Mitchell
Joseph O'Brien
Kaoru Orimoto
William Redman
Jo-Ann Robertson
Waylun Soon
John Stewart
Karen Wilkins
Angie Williams
Joseph Wooley

2714 Janitor

George Montemayor

1422 Junior Clerk Typist

Ivanore Barnes

AND FURTHER that the following resignation of non-Civil Service, part-time and temporary positions be accepted:

3602 Library Page, ptan

Derral Campbell
Henry Chiu
Roger Dickson
Jose Fabiani
John Fox
John Gragg
Reginald Guerrero
Joy Hemp
Beverly Quast
Keiko Takeshita
Frederick Wittman

SAN FRANCISCO PUBLIC LIBRARY

May 9, 1967

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, May 2, 1967, in the Commissioners' Room, Main Library.

The meeting was called to order at 3:40 P.M. by President Callanan.

On roll call the following were noted present: Commissioners Callanan, Garner, Lisle and Mohr. Absent: Commissioners Bransten, Graves and Malone.

President Callanan welcomed guests including Mrs. Ann Sparks, children's librarian currently assigned at the Bayview Branch Library, Mrs. Irving Baum, and Mrs. Carl W. Stern, Vice-president of the Friends of the Library.

Since there were no corrections or additions to the minutes of the April meeting, they were considered approved as submitted.

ADMINISTRATION AND PERSONNEL COMMITTEE

Chairman Lisle moved, Commissioner Garner seconded and the Commission, by unanimous action, approved the following resolution:

RESOLUTION #344

(See first page following the minutes of this meeting.)

PUBLIC RELATIONS, BOOKS, ART COMMITTEE

In the absence of Chairman Bransten, Commissioner Mohr moved, Commissioner Lisle seconded and the Commission, by unanimous action, voted to accept the Department's public relations activities report for the month of April.

Commissioner Mohr asked that a communication be directed to Mrs. James Abrahamson expressing the Commission's appreciation for her outstanding leadership as Chairman of National Library Week in San Francisco.

The Commission directed that a letter of appreciation be sent to Mr. Shuko Kobayashi for his generous gift of a handsome mobile to the Western Addition Branch Library.

FINANCE, AUDIT AND BUDGET COMMITTEE

In the absence of Chairman Graves, it was moved by Commissioner Lisle, seconded by Commissioner Garner and unanimously adopted that the expenditure, in the amount of $700.00, made from the Fuhrman Bequest Fund during the month of April, be approved.

The Commission was advised by the Secretary that the $10,000.00 bequest, received by the Library under the terms of the will of the late Nat Schmulowitz, had been invested in 4% United States Government bonds due in 1980. The interest income from this investment will assist the Library to make regular additions to the Schmulowitz Collection of Wit and Humor.

It was moved by Commissioner Garner, seconded by Commissioner Lisle and unanimously adopted that the Department's quarterly financial statement, for the

period ended March 31, 1967, be approved. (See second page following the minutes of this meeting.)

President Callanan reported the hearing on the Library's 1967-68 operating budget conducted by the Finance Committee of the Board of Supervisors. He commended the City Librarian and the Secretary for their presentation of the budget, and mentioned that the primary objective had been to convince the committee of the necessity for approving a budget that would enable the Library to maintain the current service levels.

BUILDINGS, DEVELOPMENT, MAIN LIBRARY COMMITTEE

In the absence of Chairman Malone, the Secretary reported that the interior sheetrock, windows and some cabinet work had been installed at the new Excelsior Branch Library. He also informed the Commission that the preliminary plans for the Anna E. Waden Branch Library had been approved by the Art Commission at its meeting held Monday, May 1, 1967.

President Callanan reported that the Capital Improvement Advisory Committee had granted the Commission's request to appear to make a presentation regarding the necessity for a new Main Library building. The Committee appeared to be quite interested in the City Librarian's fine presentation, President Callanan added, and he thanked the Friends of the Library for their efforts in informing the committee of the importance of the proposed bond issue.

FRIENDS OF THE LIBRARY REPORT

Mrs. Carl W. Stern, Vice-president of the Friends, reported that National Library Week had been a tremendous success. The book sale, poetry contest, authors reception, Ciardi lecture and branch programs were all well received and generated a great amount of publicity. In turn, this publicity was used effectively in the Friends work on behalf of the Library's 1967-68 budget requests.

It was moved by Commissioner Mohr, seconded by Commissioner Lisle and unanimously adopted that letters of commendation and appreciation be directed to the Friends and to the interested citizens who appeared before the Board of Supervisors to support the Library's budget for the forthcoming fiscal year.

CITY LIBRARIAN'S REPORT

Mr. Holman reported the following matters:

1. He was pleased to note that a great deal of the National Library Week publicity stressed the roles and importance of Library staff members and the significance of the services they provide to the public.

2. Negotiations are continuing with representatives of the City's Electronic Data Processing department in an effort to arrive at mutually convenient costs to be paid by the Library for E.D.P. time.

3. There is a possibility of having twenty-five persons assigned to counterpart positions within the Library in connection with the implementation of the Mayor's New Careers Program.

Commissioner Mohr reported on the recent California Library Association Golden Gate District meeting and on items of legislation currently under consideration or to be introduced in the State Legislature soon.

The Commission's attention was directed by Commissioner Mohr to the list of activities scheduled during the forthcoming American Library Association-American Library Trustees Association national conference. She urged her fellow Commissioners to attend as many of the programs as possible. She also mentioned that the San Francisco Public Library Commission, as the host Board, is primarily responsible for Trustee hospitality.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 P.M. Tuesday, June 6, 1967.

Respectfully submitted,

Frank A. Clarvoe, Jr.

Frank A. Clarvoe, Jr., Secretary
San Francisco Public Library Commission

RESOLUTION NO. 344

RESOLVED that the following non-Civil Service, Temporary and re-certification of temporary appointments which have been made by the City Librarian for the month of April, 1967, be approved:

3602 Library Page, ptan

Vincent Chin
Judith Clarke
Jorge Corrales
Cory Drefke
Randolph Fong
Ernest Guomas
Marshall Leng
Edmond Lewis
Valery Stolarov
Larry Whiteman
Wilson Wong
Michael Yamamoto

3630 Librarian

Patricia Hall
Sonoe Jitodai

AND FURTHER that the following resignation of non-Civil Service, part time and temporary positions be accepted:

3602 Library Page, ptan

Bruce Ballin
Richard Birss
Robert Downey
Richard Hammermeister
John Jue
Michael Neilson
Aurelia Redus
Linette Sabre
Ronald Schneider
Waylun Soon
Claude Wilson
John Wong

April 20, 1967

FINANCIAL COMMITTEE REPORT
QUARTER ENDING MARCH 31, 1967
FISCAL YEAR 1966-1967

REVOLVING FUND $2,000.00

RECEIPTS: JANUARY, FEBRUARY & MARCH 1967:

Fines	$25,236
Books Paid	1,930
Sales of Reserve Postals	989
Miscellaneous Income	1,882
	$30,037

****

	BUDGET-TRANSFER	EXPENDED FOR THE QUARTER	EXPENDED TO DATE	BALANCE
Permanent Salaries	$1,937,146	$ 537,704	$1,391,030	$ 546,116
Overtime Salaries	1,050	220	464	586
Temporary Salaries	5,500	406	3,765	1,735
Wages	282,059	37,435	201,470	80,589
Contractual Services	138,490	5,256	129,614	8,876
Binding	50,000	1,363	49,975	25
Material and Supplies	57,147	16,463	56,521	626
Equipment	37,731	9,595	19,407	18,324
Library Books	640,000	148,099	548,407	91,593
Maint. & Repair Office Equip.	3,040	508	1,626	1,414
Maint. & Repair Auto	1,700	341	1,273	427
Telephone & Telegraph	11,789	5,131	10,328	1,461
Scavenger Services	1,504	521	1,489	15
Window Cleaning	6,500		6,349	151
Rental of Office Machines	3,433	705	3,367	66
Pest Control Service	300	10	250	50
Reproduction Services	100	35	68	32
Membership Dues	1,297	127	733	564
Fidelity Insurance	71			71
Auto & General Insurance	1,700	341	1,273	427
Compensation Insurance	1,000	250	750	250
Retirement	99,236	18,010	60,896	38,340
Social Security Tax	75,740	18,935	56,805	18,935
Health Service	13,556	3,389	10,167	3,389
Rental of Branches	37,520	9,380	28,140	9,380
Heat, Light & Power	53,870	12,773	36,083	17,787
Services of Other Department	23,107	5,760	17,280	5,827
Revolving Fund Increase	1,000		1,000	
TOTAL BUDGET	$3,485,586	$ 832,757	$2,638,530	$ 847,056

BUDGET TRANSFERRED TO DEPARTMENT OF PUBLIC WORKS	APPROPRIATED
Maintenance & Repair of Building	$ 66,300
Replacement & Reconstruction	11,800
Improvements	86,900
TOTAL BUDGET TRANSFERRED TO PUBLIC WORKS	$ 165,000

SAN FRANCISCO PUBLIC LIBRARY

June 22, 1967

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, June 6, 1967, in the Commissioners' Room, Main Library.

The meeting was called to order at 3:40 P.M. by President Callanan.

On roll call the following were noted present: Commissioners Bransten, Callanan, Garner, Graves and Lisle. Absent: Commissioners Malone and Mohr.

It was moved by Commissioner Graves and seconded by Commissioner Garner that the minutes of the May Commission meeting be approved as submitted. There being no objection, it was so ordered.

BUILDINGS, DEVELOPMENT, MAIN LIBRARY COMMITTEE

In the absence of Chairman Malone, the Secretary reported that the new Excelsior Branch Library is still scheduled for completion in late August or early September. Because of the delay in receiving supplemental funds for staff, books and equipment it is unlikely that the branch can be opened to the public prior to November 1, 1967.

The project architects, John Bolles Associates, are now preparing the working drawings for the Anna E. Waden Branch Library. As soon as these drawings have been completed, they will be subject to review by the Commission, the Secretary reported.

Although the Capital Improvement Advisory Committee has recommended that the proposed Main Library bond issue be placed on the November 1969 ballot, the City Librarian questioned that this scheduling would prove advantageous to the Library. He added that while public utility bond issues generally do well on off-year elections, library issues usually do not.

ADMINISTRATION AND PERSONNEL COMMITTEE

Chairman Lisle moved, Commissioner Graves seconded and the Commission, by unanimous action, approved the following resolution:

RESOLUTION #345

(See first page following the minutes of this meeting.)

PUBLIC RELATIONS, BOOKS, ART COMMITTEE

The Commission's attention was directed to the Library's monthly public relations activities report. Commissioner Lisle remarked that the forthcoming American Library Association Conference should generate a great deal of publicity for the San Francisco Public Library.

FINANCE, AUDIT AND BUDGET COMMITTEE

It was moved by Chairman Graves, seconded by Commissioner Garner and unanimously adopted that the expenditures, in the amount of $753.00, made from the Fuhrman Bequest Fund during the month of May, be approved.

Commissioners Garner and Lisle reported on hospitality preparations for visiting trustees and commissioners who will be attending the American Library Association Conference. Although the San Francisco Public Library Commission is the host board, other Bay Area trustees and members of the Friends of the Library will help with hospitality.

CITY LIBRARIAN'S REPORT

Mr. Holman reported the following matters:

1. We are planning to shift one Bookmobile service stop from Midtown Terrace to the South Park area, at least for the summer months. Despite considerable publicity, the Midtown stop has not generated much patronage on a regular basis.

2. The Library staff is refining the arrangement for using State Grant funds for handling and listing our periodical holdings through Electronic Data Processing.

3. It is anticipated that from 70 to 100 Neighborhood Youth Corps enrollees will be employed with the Library this year. Although this program has apparently proved very rewarding for the participating youngsters that have been employed to date, it does require a considerable amount of staff time to handle it properly.

4. The Bay Area Reference Referral Demonstration Project, involving the San Francisco Public Library and the North Bay Cooperative System, has been approved for funding by the Federal Government, through the State Library. The Commission should indicate its acceptance of the terms of the agreement under which the funds will be made available.

It was moved by Commissioner Graves, seconded by Commissioner Lisle and unanimously adopted that the following resolution be approved:

RESOLUTION #346

WHEREAS, The San Francisco Public Library has indicated its desire to participate in a two-year demonstration project for the purpose of implementation of the Bay Area Reference Referral Service, coordinated with the North Bay Cooperative Library System, and

WHEREAS, In order to accomplish the foregoing, for the consideration of $447,235, the San Francisco Public Library agrees to provide certain services as detailed in an agreement with the State of California (Number 3415, dated June 1, 1967); now, therefore, be it

RESOLVED, That the San Francisco Public Library Commission hereby agrees to accept the amount of $447,235.00 for the purposes set forth in the agreement with the State of California, and designates the City Librarian (Harold D. Martelle, Acting City Librarian) as the officer of the City and County authorized to act in its behalf.

President Callanan welcomed Mr. Ronald Pelosi, former President of the City Planning Commission. Mr. Pelosi asked that the Library Commission give consideration to the establishment of a branch library in the new high school building to be constructed in the Diamond Heights area.

The City Librarian informed the Commission that certain difficulties had been encountered in other communities where the joint use of facilities had been undertaken. Among the most obvious problems, Mr. Holman added, were that the public library facility too often became thought of as only a school library and the adult population appeared reluctant to use it, and that the book collection tended to become curriculum-oriented, hence lacked balance.

President Callanan also informed Mr. Pelosi that the Library Commission had never closed the door to the idea of a branch library in Diamond Heights, but that the population projections for the area indicated that the number of people who would be served by the proposed branch did not equal the minimum considered necessary for a new branch extension.

Following discussion, the above matter was referred to the City Librarian for further consideration. He was requested to explore the subject with appropriate official agencies and interested private groups.

The Commission was informed by the Secretary of the plan to extend automobile parking time limits in the vicinity of San Francisco State College. It was moved by Commissioner Lisle, seconded by Commissioner Garner and unanimously adopted that the Secretary appear before the Fire, Safety and Police Committee of the Board of Supervisors to express the Commission's opposition to the proposed extension, since it would compound the already difficult parking situation adjacent to the Merced Branch Library.

President Callanan reported that he had appeared before the Police Commission to express the Library Commission's opposition to granting a permit for the establishment of a billiard parlor in the vicinity of the Parkside Branch Library. Although the permit was denied, the applicant is expected to appeal this decision to the Board of Permit Appeals.

It was moved by Commissioner Graves, seconded by Commissioner Lisle and unanimously adopted that the Secretary appear before the Board of Permit Appeals to indicate the Library Commission's opposition to reversing the Police Commission's action in the above matter.

The City Librarian was directed by the Commission to explore the recommendations of Mr. Raphael V. Taliaferro for the involvement of the Library in certain Economic Opportunity Council-proposed programs.

COMMUNICATIONS

From Gracemarie Feehan, re: asking the Commission's support in opposing an extension of automobile parking time limits in the Lakeside District. Acknowledge, advising of the Commission's action taken with respect to this matter.

From Dolores J. Izett, Appointment Secretary to the Mayor, re: advising that Mayor Shelley will welcome the delegates to the 86th Annual American Library Association Conference at the opening session to be held Sunday, June 25, 1967. File.

From William E. Mullins, re: inviting members of the Library Commission to attend the testimonial dinner honoring Thomas J. Cahill, Chief of Police, on June 23, 1967. File.

There being no further business to come before the Commission, the meeting

was declared adjourned until 3:30 P.M. Tuesday, August 1, 1967.

Respectfully submitted,

Frank A. Clarvoe, Jr., Secretary
San Francisco Public Library Commission

RESOLUTION NO. 345

RESOLVED that the following non-Civil Service, Temporary and re-certification of temporary appointments which have been made by the City Librarian for the month of May, 1967, be approved:

3602 Library Page, ptan

Michael Bower
Myrtle Brown
James Calloway
Hanlon Chan
Florinda Colavin
Ronald Cole
Julie Costanzo
Vicki Flaherty
Randall Kwock
Robert Louie
Michael Nelson
William Newmark
Gregory Price
Waymon Simons
Larry Stevens
Marvin Tom
Michael Wolfes
David Wong-Sing
Wayne Yee

1422 Junior Clerk Typist

Evelyn De Luna
Robert McQueen
Mary Metallinos

1444 Clerk Stenographer

Zina Baskett

3602 Library Page, FT

Paul Schneider

AND FURTHER that the following resignation of non-Civil Service, part time and temporary positions be accepted:

3602 Library Page, ptan

Robert Anderson
David Black
Clarke Carney
Rudolph Espinoza
Donald Exter
Richard Featherstone
Ashland Henderson
Jannold Jann
Ernest Louie
John Meyer
John O'Meara
Richard Parks
Joseph Wooley

1422 Junior Clerk Typist

Robert McQueen

SAN FRANCISCO PUBLIC LIBRARY

August 23, 1967

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, August 1, 1967, in the Commissioners' Room, Main Library.

The meeting was called to order at 4:00 P.M. by President Callanan.

On roll call the following were noted present: Commissioners Callanan, Garner, Graves, Lisle, Malone and Mohr. Absent: Commissioners Bransten and Graves.

It was moved by Commissioner Lisle and seconded by Commissioner Garner that the minutes of the June Commission meeting be approved as submitted. There being no objection, it was so ordered.

President Callanan welcomed members of the Bookbinders' and Bindery Women's Union, Local 31-125. Mr. Vincent G. Hays, Vice-President of Local 31-125, read a statement which urged the Commission to use its influence in keeping the work of rebinding Library books within the San Francisco Bay Area.

Although members of the Commission expressed concern for the Union's position, it was pointed out that the Library merely develops the specifications for book and periodical rebinding; the contractual arrangements for the work are the responsibility of the Purchasing Department of the City and County.

BUILDINGS, DEVELOPMENT, MAIN LIBRARY COMMITTEE

Chairman Malone asked Mr. Barry Wasserman, of the architectural firm John S. Bolles Associates, to present the final drawings for the Anna E. Waden Branch Library to the Commission.

Mr. Wasserman stated that if the plans met with the Commission's approval the project could go out to bid within two to three weeks.

Following Mr. Wasserman's presentation and questioning by the Commission, it was moved by Chairman Malone, seconded by Commissioner Lisle and unanimously adopted that the final plans for the Anna E. Waden Branch Library be approved, subject only to minor revisions or recommendations that might be forthcoming from members of the Library staff.

Chairman Malone reported that the final inspection of the new Excelsior Branch Library had been performed on Friday, July 21. Only minor discrepancies were noted, the Chairman added, and these have been or will be corrected shortly.

It was moved by Chairman Malone, seconded by Commissioner Garner and unanimously adopted that the report of the Buildings, Development, Main Library Committee be accepted.

ADMINISTRATION AND PERSONNEL COMMITTEE

Chairman Lisle moved, Commissioner Garner seconded and the Commission by unanimous action approved the following resolutions:

RESOLUTION #347

(See first page following the minutes of this meeting.)

RESOLUTION #348

(See second page following the minutes of this meeting.)

PUBLIC RELATIONS, BOOKS, ART COMMITTEE

In the absence of Chairman Bransten, Mr. David E. Belch, Public Information Officer, called the Commission's attention to the public relations activities report for the months of June and July and to the samples of publications printed recently by the Department.

It was moved by Commissioner Garner, seconded by Commissioner Lisle and unanimously adopted that the public relations activities report be accepted.

Commissioner Mohr reported that approximately 200 trustees and other delegates had enjoyed the hospitality provided in the Commissioners' Room during the recent American Library Association Conference. She also mentioned the successful dinner-theater party which had attracted a total attendance of 360 persons.

FINANCE, AUDIT AND BUDGET COMMITTEE

In the absence of Chairman Graves, Commissioner Lisle moved, Commissioner Mohr seconded and the Commission by unanimous action voted to approve the expenditures, in the amount of $293.92, made from the Fuhrman Bequest Fund during the month of July.

The Secretary called the Commission's attention to the Department's financial statement for the period ended June 30, 1967, the end of the 1966-67 fiscal year. (See third page following the minutes of this meeting.)

FRIENDS OF THE LIBRARY REPORT

Mrs. Carl W. Stern, Vice-President of the Friends, reported the following matters:

1. She and the City Librarian had appeared before the Finance Committee of the Board of Supervisors when the report of the Capital Improvement Advisory Committee was presented and reviewed.

2. Hospitality had been provided for the National Book Committee during the A.L.A. Conference.

3. The Friends presented $500.00 to the Library's Special Acquisitions Fund in recognition of the efforts made by William R. Holman to build the holdings of rare books and special collections during his tenure as City Librarian.

4. There is a need for developing a comprehensive main library building program statement to include the deficiencies of the present structure. It may be desirable to secure the services of outside consultants for this task and to update the 1958 Greenaway Report.

5. A very worthwhile addition to the Library's holdings would be a comprehensive collection on the labor movement, particularly in San Francisco.

ACTING CITY LIBRARIAN'S REPORT

Mr. Martelle reported the following matters:

1. Many favorable comments have been received on the success of the recent A.L.A. Conference. Many delegates apparently particularly enjoyed the informality of the President's Reception on Sunday evening, June 25.

2. There will be a ceremony to mark the conclusion of the summer Neighborhood Youth Corps program in the Library. Mayor Shelley has been invited to address the 100 youngsters who have participated.

3. The "New Careers" project is scheduled to commence in late August. The initial program will include approximately 25 persons.

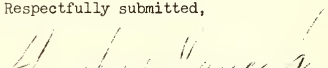
4. Although there have been a number of problems to resolve, the Library's first effort to utilize electronic data processing in its operations is now at the stage where the actual program is to be written. This will be the first important step toward regionalization of library service.

5. A three day conference was held at the State Library in Sacramento for the purpose of discussing the implications of regional library systems.

6. The Department is awaiting the funds which have been approved by the Federal Government under the provisions of the Library Services and Construction Act. The funds will be used for the reference referral pilot program previously approved by the Commission.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 P.M. Tuesday, September 5, 1967.

Respectfully submitted,



Frank A. Clarvoe, Jr., Secretary
San Francisco Public Library Commission

August 1, 1967

RESOLUTION NO. 347

RESOLVED that the following non-Civil Service, Temporary and recertification of temporary appointments which have been made by the City Librarian for the month of June, 1967, be approved:

1422 Junior Clerk Typist

Robert Rafael

3630 Librarian

Paul Kruse

3602 Library Page PT

Bruce Baker
Janis Burke
Susan Chang
Dana Eng
James Flanagan
Franklin Fong
Allen Lee
Roderick Ponath
Michael Sanders
Fred Schmitt
Chriss Trian

AND FURTHER that the following resignation of non-Civil Service, part-time and temporary positions be accepted:

1422 Junior Clerk Typist

Evelyn De Luna

1424 Clerk Typist

Jonathan Dalrymple

3602 Library Page PT

Hans Art
James Calloway
Nelson Chen
Jorge Corrales
Myrtis Graham
Eugene Johnson
Donna Lee
Marshall Leng
Richard Lim
George Mathews
Brian Matsumura
Louis Meunier
Bill Newmark
John O'Meara
Gregory Pierce
Sharon Quan
John Reardon
Bill Thomson
James Walker
William Wollman
Henry Wong
Wayne Yee
Judy Yung

August 1, 1967

RESOLUTION NO. 348

RESOLVED that the following non-Civil Service, Temporary and recertification of temporary appointments which have been made by the City Librarian for the month of July, 1967, be approved:

8202 Watchman

Joseph Giordano

3630 Librarian

Margaret Jehu

3602 Library Page

Sydney Bowie	Charlie Hamilton
Paul Butler	Rene Lake
Randy Eng	Courtland Newman
David Gallerani	Peter Tsepeleff

AND FURTHER that the following resignation of non-Civil Service, part-time and temporary positions be accepted:

1422 Junior Clerk Typist

Charlie Martin

3602 Library Page

Virgil Chaves	Merced Ramirez
David Chiles	Paul Schneider
Margaret Hennessey	Larry Whiteman
Larry Pascal	

August 1, 1967

FINANCIAL COMMITTEE REPORT
FISCAL YEAR ENDING
JUNE 30, 1967

REVOLVING FUND $3,000.00

RECEIPTS: APRIL, MAY & JUNE 1967:

Fines	$26,614
Books Paid	1,973
Sales of Reserve Postals	996
Miscellaneous Income	2,304
	$31,887

****

	BUDGET-TRANSFER	EXPENDED QUARTER END 6-30-67	EXPENDED FISCAL YEAR	BALANCE
Permanent Salaries	$1,899,596	$ 481,480	$1,872,511	$ 27,085
Overtime Salaries	1,285	751	1,215	70
Temporary Salaries	5,500	1,282	5,048	452
Wages	282,059	80,622	282,059	
Contractual Services	136,836	7,027	136,741	95
Binding	48,000		47,966	34
Material and Supplies	62,658	5,338	61,859	799
Equipment	36,931	17,368	36,776	155
Books	642,019	92,654	641,062	957
Maint.& Repair Office Equip.	2,907	1,026	2,752	155
Maint.& Repair Auto Equip.	1,700	345	1,639	61
Telephone & Telegraph	12,009	1,415	11,713	296
Scavenger Services	2,025	521	2,010	15
Window Cleaning	6,487		6,349	138
Rental of Office Machines	3,633	1,126	3,633	
Pest Control Service	312	62	312	
Reproduction Service	100	32	81	19
Membership Dues	1,297	342	1,075	222
Fidelity Insurance	185		185	
Auto & General Insurance	429		429	
Compensation Insurance	1,000	109	438	562
Retirement	96,204	27,941	87,765	8,439
Social Security Tax	74,290	13,132	52,531	21,759
Health Service	11,248	2,812	11,248	
Rental of Branches	37,560	9,390	37,560	
Heat, Light & Power	53,870	13,467	53,870	
Services of Other Department	23,040	5,760	23,040	
Revolving Fund Increase	1,000		1,000	
TOTAL BUDGET	$3,444,180	$ 764,002	$3,382,867	$61,313

BUDGET TRANSFERRED TO DEPARTMENT OF PUBLIC WORKS	EXPENDED
Maintenance & Repair of Building	65,078
Replacement & Reconstruction	11,312
Improvements - (Projects Continuing)	47,794
TOTAL	$124,184

SAN FRANCISCO PUBLIC LIBRARY

September 25, 1967

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, September 5, 1967, in the Commissioners' Room, Main Library.

The meeting was called to order at 3:50 P.M. by President Callanan.

On roll call the following were noted present: Commissioners Bransten, Callanan, Garner, Malone and Mohr. Absent: Commissioners Graves and Lisle.

It was moved by Commissioner Garner and seconded by Commissioner Bransten that the minutes of the August Commission meeting be approved as submitted. There being no objection, it was so ordered.

BUILDINGS, DEVELOPMENT, MAIN LIBRARY COMMITTEE

It was reported that the final plans for the Anna E. Waden Branch Library had been returned to the project architects by the Art Commission for a minor revision e.g., suggested relocation of the artistic embellishment on the exterior of the building. It is anticipated that the branch will go to bid within a month.

Chairman Malone moved, Commissioner Garner seconded and the Commission, by unanimous action, approved the Committee's report.

ADMINISTRATION AND PERSONNEL COMMITTEE

The "New Careers" Program, originally disapproved by the Board of Supervisors, will be introduced again. To enable the Library to participate in this program Commissioner Malone moved, Commissioner Garner seconded and the Commission, by unanimous action, approved the following resolution:

RESOLUTION #349

RESOLVED That the San Francisco Public Library Commission hereby approves the transfer of $10,675.00 from the Permanent Salaries Appropriation to a special account to provide necessary funds for supervision (services in kind) as the five percent (5%) contribution toward the implementation of the "New Careers" and "Neighborhood Youth Corps" programs financed with funds provided by the Federal Government.

It was moved by Commissioner Malone, seconded by Commissioner Garner and unanimously adopted that the following resolution be approved:

RESOLUTION #351

(See first page following the minutes of this meeting.)

PUBLIC RELATIONS, BOOKS, ART COMMITTEE

The Commission's attention was directed to the Department's monthly public relations activities report. Mr. David Belch, Public Information Officer, informed the Commission that the annual report to the Mayor was being prepared.

It was moved by Chairman Bransten, seconded by Commissioner Garner and unanimously adopted that the Committee's report be accepted.

FINANCE, AUDIT AND BUDGET COMMITTEE

Commissioner Bransten moved, Commissioner Malone seconded, and the Commission, by unanimous action, approved the expenditures, in the amount of $2,445.20, made from the Fuhrman Bequest Fund during the month of August.

It was moved by Commissioner Bransten, seconded by Commissioner Malone and unanimously adopted that the following resolution be approved:

RESOLUTION #350

RESOLVED That the San Francisco Public Library Commission hereby requests the Controller of the City and County of San Francisco to draw a warrant in the amount of $45.00, to reimburse Mr. M. Ronald Duenes, P.O. Box 771, Daly City, California, for loss of a jacket at the Main Library.

FRIENDS OF THE LIBRARY REPORT

Mrs. Carl W. Stern, Vice-President of the Friends, reported the following matters:

1. The Friends are working actively with the Commission and the local Advisory Committee in the search for a new City Librarian. The Friends have indicated a willingness to help defray the cost of transportation to bring the most qualified final candidates to San Francisco for personal interview. However, the City would be expected to pay per diem costs for these finalists.

To implement the above arrangement, Commissioner Malone moved, Commissioner Garner seconded, and the Commission, by unanimous action, adopted the following resolution:

RESOLUTION #352

RESOLVED That the San Francisco Public Library Commission, in accordance with the provisions of Section 31116 of the Government Code of the State of California, approves the granting of a travel expense allowance to enable candidates for the position of Librarian to appear before this Commission for interview, and be it

FURTHER RESOLVED That the Controller is hereby requested to provide funds from any appropriation that may be available for the purpose.

2. Work is proceeding on building a definitive collection on the labor movement. The Friends have given $100.00 to assist in this undertaking.

CITY LIBRARIAN'S REPORT

At the request of Mr. Martelle, Richard Coenenberg, who has been designated to head the Bay Area Reference Center, described how the reference service will function in conjunction with the North Bay Cooperative Library System.

The City Librarian reported the following matters:

1. Very soon the staff will be involved with developing a building program, looking forward to the proposed Main Library bond issue. A flow chart and suggested timetable for this work were displayed to the Commission.

2. The Awards Ceremony to mark the conclusion of this year's Summer Reading Program for Children will be held at 7:30 P.M. Tuesday, September 19, in the Civic Auditorium.

3. An average of 95 to 100 youngsters were employed by the Library this summer under the Neighborhood Youth Corps program. Many of these boys and girls will continue with the Library during the school year.

4. The Library is continuing the program of training and employment of welfare recipients referred by the Department of Social Services.

On recommendation of Mr. Martelle, it was moved by Commissioner Malone, seconded by Commissioner Mohr and unanimously adopted that the new Excelsior Branch Library be opened for service to the public on October 2, 1967, or as close to that date as possible. (The formal dedication of the branch will be held later when all equipment and furniture items have been received.)

It was moved by Commissioner Malone, seconded by Commissioner Garner and unanimously adopted that the following resolution be approved:

RESOLUTION #353

WHEREAS, The Public Library Services Act of 1963 provides for financial assistance to public libraries, including per capita grants for financing improved services in libraries, and,

WHEREAS, The San Francisco Public Library is eligible for a per capita grant under this law based on a formula of "Weighted Population Values" and "Assessed Valuation per capita" after Establishment Grants; now, therefore, be it

RESOLVED That the San Francisco Public Library Commission does hereby express its desire to apply to the State of California in accordance with the provisions of this Public Library Act in Chapter 1.5 of Division 20 of the Education Code for a per capita grant for the purpose of improving library services.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 P.M. Tuesday, October 3, 1967.

Respectfully submitted,

Frank A. Clarvoe, Jr., Secretary
San Francisco Public Library Commission

September 1, 1967

RESOLUTION #351

RESOLVED That the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of August, 1967, be approved:

7334 Stationary Engineer

Wilson Ahn

3630 Librarian

Katherine Harlan

3602 Library Page

Jonathan Dalrymple
Carol Gotelli
Beverly Quast
Gregory Pierce
Stephen Wong
Kerry Cardahan
Richard Chin
Douglas Stewart
Craig Ho
Jack Lew
John Talbott
Richard Lim
Alden Seid

AND FURTHER That the following resignation of non-Civil Service, part-time and temporary positions be accepted:

1422 Junior Clerk Typist

Aleta Friedman

3630 Librarian

Paul Kruse
Jerry Wright

3602 Library Page

Dana Eng
Jorge Corrales
Michael Nelson
Lawrence Diricco
Christopher Wood
Andrew Canepa
Norris Mason
Cortland Newman
Vicki Flaherty
Hanlon Chan
Glenn Watanabe
C. J. Hammermeister
John Ballard

SAN FRANCISCO PUBLIC LIBRARY

October 24, 1967

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, October 3, 1967, in the Commissioners' Room, Main Library.

The meeting was called to order at 3:30 P.M. by President Callanan.

On roll call the following were noted present: Commissioners Callanan, Garner, Lisle and Mohr. Absent: Commissioners Bransten, Graves and Malone.

It was moved by Commissioner Garner and seconded by Commissioner Mohr that the minutes of the September Commission meeting be approved as submitted. There being no objection, it was so ordered.

ADMINISTRATION AND PERSONNEL COMMITTEE

It was moved by Chairman Lisle, seconded by Commissioner Garner and unanimously adopted that the following resolution be approved:

RESOLUTION #355

(See first page following the minutes of this meeting.)

BUILDINGS, DEVELOPMENT, MAIN LIBRARY COMMITTEE

In the absence of Chairman Malone, the Secretary reported that the design for the artistic embellishment for the exterior of the new Anna E. Waden Branch Library will be submitted to both the Library and Art Commissions for consideration and approval.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE

In the absence of Chairman Bransten, David E. Belch, Public Information Officer, was asked by President Callanan to report to the Commission. Mr. Belch called the Commission's attention to the monthly public relations activities report and mentioned that seven items about the Library and its programs had been published during September.

Responding to a question by Commissioner Mohr, the City Librarian reported that the attendance at the Western Addition Branch Library programs varied in size, but that generally they had been well publicized and received. President Callanan added that he felt the programs had been promoted in an effective manner.

It was moved by Commissioner Mohr, seconded by Commissioner Garner and unanimously adopted that the report of the Public Relations, Books, Art Committee be accepted.

FINANCE, AUDIT AND BUDGET COMMITTEE

In the absence of Chairman Graves, Commissioner Garner moved, Commissioner Mohr seconded, and the Commission, by unanimous action, approved the following resolution:

RESOLUTION #354

RESOLVED That the San Francisco Public Library Commission hereby authorizes

the transfer of $18,778.00 from the Excelsior Branch construction appropriation to the State Public Library Service Grant Fund for services of the Electronic Data Processing Division of the Controller's Office for computer service.

Commissioner Mohr moved, Commissioner Garner seconded, and the Commission, by unanimous action, approved the following resolution:

RESOLUTION #356

RESOLVED That the San Francisco Public Library Commission hereby authorizes a Supplemental Appropriation Request in the amount of $17,592.00 to reflect pay increase from $1.73 to $1.86 per hour for Class 3602 Library Page, in accordance with the Salary Standardization Ordinance.

It was moved by Commissioner Mohr, seconded by Commissioner Garner and unanimously adopted that the expenditures, in the amount of $120.00, made from the Fuhrman Bequest Fund during the month of September, be approved.

FRIENDS OF THE LIBRARY REPORT

Mrs. Carl W. Stern, Vice-President of the Friends, reported the following matters:

1. A gift of Mattioli's Commentary on Dioscorides's Herbal was made to the Library by the Friends in honor of the Dakin family. There are still funds available in this memorial account.

2. Members of the Library administrative staff had met informally with the Directors of the Friends to discuss department programs and needs.

3. Friends representatives discussed Library objectives with candidates running in the November municipal election.

4. The Friends had advocated passage of the "New Careers" program when this matter was before the Finance Committee of the Board of Supervisors.

5. The Friends-sponsored performance of the American Conservatory Theater will be held in the History Department, Main Library, on Tuesday evening, October 10.

6. A preview of the exhibit to mark National Wine Month is being arranged by the Friends.

CITY LIBRARIAN'S REPORT

Mr. Martelle reported the following matters:

1. The Board of Supervisors gave unanimous approval for the implementation of the "New Careers" program. The Library's participation has been planned for some time and will be under way as soon as the necessary funds are released. At the outset twenty participants will be involved -- seven 22 years of age or older, and thirteen 18 to 22 years old.

2. The new Excelsior Branch Library was opened to the public on Monday, October 2. A formal dedication of the building will be held after remaining furniture and equipment items now on order have been received.

3. Another successful year of the Summer Reading Program for Children was concluded with the Awards Ceremony held in the Civic Auditorium on September 19. Senator George Moscone was a special guest speaker.

4. Committees of staff members are being formed to prepare a building program for a new main library.

5. The Bay Area Reference Center (BARC) is under way. Three librarians and three clerks have been assigned to the project, and the interchange of librarians with the other participating libraries, for orientation and workshop training, has begun.

6. Volunteers in Service to America (VISTA) are using our facilities again this year. Sargent Shriver, the National Director of the Office of Economic Opportunity, formally opened the VISTA recruiting drive in San Francisco.

7. Recorded performances of the operas being presented during the fall season are being conducted in the Commissioners' Room on certain days. This program may be expanded to the Western Addition Branch Library later.

It was moved by Commissioner Mohr, seconded by Commissioner Garner and unanimously adopted that the following resolution be approved:

RESOLUTION #358

RESOLVED That the San Francisco Public Library Commission hereby approves the attendance of two official delegates to the annual California Library Association Conference to be held in Fresno, California, October 22-27, 1967, at a cost to the City not to exceed funds appropriated for this purpose.

Commissioner Mohr, Chairman, reported progress for the Librarian Selection Committee.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 P.M. Tuesday, November 7, 1967.

Respectfully submitted,

Frank A. Clarvoe, Jr.

Frank A. Clarvoe, Jr., Secretary
San Francisco Public Library Commission

October 1, 1967

RESOLUTION #355

RESOLVED That the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of September, 1967, be approved:

3634 Principal Librarian

Ann Kincaid

3632 Senior Librarian

Olga Kahn
Elizabeth Wright

1424 Clerk-Typist

Marie Conroy
Mary Smith

8202 Watchman

Nathanael Greene

3610 Library Assistant

Nancy Kawakami
Christine Madrid

7416 Book Repairer

Margie Taylor

3630 Librarian

Sarah Heisch
Mary Hammond
Grace Hamilton
Judith McReynolds
Mary Brown
Linda Briganti

AND FURTHER That the following resignations of non-Civil Service, part-time and temporary positions be accepted:

1424 Clerk Typist

Karen Miller

3602 Library Page

Bruce Baker
Florinda Calavin
Randy Eng
Carol Gotelli
Charlie Hamilton
John Messmer
Alden Seid

SAN FRANCISCO PUBLIC LIBRARY

November 28, 1967

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, November 7, 1967, in the Commissioners' Room, Main Library.

The meeting was called to order at 3:40 P.M. by President Callanan.

On roll call the following were noted present: Commissioners Bransten, Callanan, Garner, Lisle and Mohr. Absent: Commissioners Graves and Malone.

It was moved by Commissioner Garner and seconded by Commissioner Mohr that the minutes of the October Commission meeting be approved as submitted. There being no objection, it was so ordered.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE

The Commission's attention was directed to the Department's monthly public relations activities report. It was moved by Chairman Bransten, seconded by Commissioner Lisle and unanimously adopted that the report be approved.

FINANCE, AUDIT AND BUDGET COMMITTEE

In the absence of Chairman Graves, Commissioner Lisle moved, Commissioner Garner seconded and the Commission, by unanimous action, approved the following resolution:

RESOLUTION #357

RESOLVED That the San Francisco Public Library Commission hereby approves the request for Supplemental Budget Appropriation in the amount of $34,024.00 to provide funds for certain Library employments to meet requirements of the Civil Service Commission's General Classification Survey.

It was moved by Commissioner Mohr, seconded by Commissioner Lisle and unanimously adopted that the expenditures, in the amount of $1,098.30, made from the Fuhrman Bequest Fund during the month of October, be approved.

Commissioner Mohr moved, Commissioner Bransten seconded and the Commission, by unanimous action, approved the Department's financial statement for the quarter ended September 30, 1967.

ADMINISTRATION AND PERSONNEL COMMITTEE

It was moved by Chairman Lisle, seconded by Commissioner Garner and unanimously adopted that the following resolution be approved:

RESOLUTION #359

(See first page following the minutes of this meeting.)

BUILDING, DEVELOPMENT, MAIN LIBRARY COMMITTEE

Mr. Barry Wasserman, Vice-President of John S. Bolles, Associates, architects for the Anna E. Waden Branch Library, reported his opinions relative to the low bid received for construction of the building. He informed the Commission that

although he had not worked closely with the general contractor, Nibbi Brothers, previously, the list of sub-contractors was good.

It was moved by Commissioner Bransten, seconded by Commissioner Lisle and unanimously adopted that the Commission give President Callanan the power to approve the low bid of $230,230.00 submitted by Nibbi Bros. for the construction of the Anna E. Waden Branch Library after satisfying himself that the contractors have done such other work that their ability to satisfactorily perform on this project is not open to question.

The Secretary was directed to contact the City Architect for the purpose of securing a list of projects, public and private, for which the firm of Nibbi Bros. was the general contractor.

FRIENDS OF THE LIBRARY REPORT

Mrs. Carl W. Stern, Vice-President of the Friends, reported the following matters:

1. A new membership year has started. Mrs. Stern encouraged all Commissioners to renew their memberships in the Friends.

2. The winning poems from the Children's Poetry Contests of the past several years have been gathered and published. The Friends advanced the money for printing, and the volume is for sale at $2.89 each.

3. The outstanding programs and exhibits sponsored by the Friends during the past year were mentioned enthusiastically by Mrs. Stern. She reminded the Commission that the highly motivated efforts of the Friends had further increased the Library's prestige.

President Callanan extended the Commission's gratitude to Mrs. Stern for the continuing efforts of the Friends of the Library.

At the request of President Callanan Commissioner Garner, official delegate, reported on her attendance at the annual California Library Association Conference, held in Fresno during the week of October 22. Among the many topics discussed was the matter of State aid to local libraries under the provisions of the Library Development Act. There is considerable concern that many of the excellent programs which have been started will have to be cut back or eliminated because of the reduction in the amount of money for State aid. Commissioner Garner added that local library boards had been asked to pass and send resolutions to the Governor asking reconsideration of State aid funding.

It was moved by Commissioner Garner, seconded by Commissioner Mohr and unanimously adopted that the following resolution be forwarded to The Honorable Ronald Reagan, Governor of California:

RESOLUTION #360

WHEREAS, The amount of money allowed by law for the California Public Library Services Act for fiscal 1968-69 is $5,600,000, and

WHEREAS The State Aid Appropriation of $800,000 for this fiscal year is inadequate to meet the needs of existing cooperative library systems formed under this Act, and is incapable of supporting single library systems and future cooperative library systems, and

WHEREAS The San Francisco Public Library has received valuable aid under this Act in the past to strengthen its resources in order to better serve the community, and

WHEREAS The continued growth of the Library as a cultural and information center for San Francisco, and as Regional Reference Center for Northern California will be increasingly dependent upon State funds in the future; now, therefore, be it

RESOLVED That the San Francisco Public Library Commission request the Honorable Ronald Reagan, Governor of California, to put into his budget funding to provide the amount of $5,600,000 allowed by law for fiscal 1968-69, in order that the program of the San Francisco Public Library, so well begun may not falter, and that cooperation between libraries will continue to be supported in order to realize the goals outlined in the Master Plan for Public Libraries in California.

Commissioner Garner moved, Commissioner Lisle seconded and the Commission, by unanimous action, voted to request that a similar resolution be adopted by the Board of Supervisors of the City and County.

President Callanan complimented Commissioner Mohr for her presentation as a part of the panel discussion "Are Trustees Necessary" conducted during the C.L.A. Conference.

CITY LIBRARIAN'S REPORT

Mr. Martelle reported the following matters:

1. Six staff members have been employed to work with the Bay Area Reference Center. Although some technical problems have been encountered, the project is moving forward well. Workshops are being scheduled for librarians from the participating libraries.

2. Mrs. Linda Crismond has been assigned to head the Library's program for conversion of the records of periodical holdings to electronic data processing.

3. The preparatory staff work leading to the development of a main library building plan has been started under the direction of Mrs. Avis Stopple, Chief of the Main Library.

4. The branch libraries are not only presenting programs of interest to citizens of their service areas, but are also becoming more deeply involved in the total social programs of the community.

5. We are seeking larger quarters for the very crowded Ocean View Branch Library.

6. Because of the growth in the volume of activity in Technical Services additional space in the Library Annex, 45 Hyde Street, is being sought. It may be possible to take over a portion of the second floor when other City departments have been relocated.

COMMUNICATIONS

From Miss Eleanor Guilford, Chairman, Housing Committee, Health and Welfare Agencies Serving South of Market, re: request for commitment from the Commission that some level of library service will be provided directly to the senior citi-

zens who will live in the proposed Yerba Buena Center. (Library staff to draft proposed statement of service for consideration by the Commission at its December meeting.)

From Mrs. Dayton Berk, Temporary Convenor, Library Sub-Committee, Education Committee, OMI (Ocean View-Merced Heights-Ingleside Neighborhood Stabilization and Improvement Project), re: inviting members of the Commission to attend a meeting of the Library Sub-Committee on Thursday evening, November 30, 1967, at the Ocean View Branch Library. File.

There being no further business to come before the Commission the meeting was declared adjourned until 3:30 P.M. Tuesday, December 5, 1967.

Respectfully submitted,

Frank A. Clarvoe Jr.

Frank A. Clarvoe, Jr., Secretary
San Francisco Public Library Commission

FINANCIAL COMMITTEE REPORT
SAN FRANCISCO PUBLIC LIBRARY
QUARTER ENDING SEPTEMBER 30, 1967

REVOLVING FUND $3,000.00

RECEIPTS: JULY, AUGUST & SEPTEMBER 1967

Fines	$19,693
Books Paid	3,473
Sales of Reserve Postals	947
Miscellaneous Income	1,703
TOTAL RECEIPTS	$25,816

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	BUDGET-TRANSFER	EXPENDED FOR THE QUARTER	EXPENDED TO DATE	BALANCE
Permanent Salaries	$2,131,921	$476,694	$476,694	$1,655,227
Overtime Salaries	1,050	177	177	873
Extended Work Week	2,127	493	493	1,634
Temporary Salaries	5,500	1,486	1,486	4,014
Wages	298,592	70,394	70,394	228,198
Contractual Services	179,345	87,903	87,903	91,442
Binding	55,000	38,200	38,200	16,800
Material & Supplies	62,750	22,424	22,424	40,326
Equipment	50,910	26,068	26,068	24,842
Books	751,500	502,844	502,844	248,656
Maint. & Repair Auto	1,500	150	150	1,350
Maint. & Repair Office Equip	3,700	1,728	1,728	1,972
Telephone & Telegraph	11,847	2,027	2,027	9,820
Scavenger Service	2,200	2,200	2,200	
Reproduction Service	100			100
Membership Dues	1,297	128	128	1,169
Fidelity Insurance	71			71
Automobile Insurance	500			500
General Insurance	906	30	30	876
Compensation Insurance	1,000	250	250	750
Retirement	104,364	26,091	26,091	78,273
Social Security Tax	62,200	15,550	15,550	46,650
Health Service	17,289	4,322	4,322	12,967
Rental of Branches	37,680	9,420	9,420	28,260
Heat, Light & Power	53,200	13,300	13,300	39,900
Services of Other Departments	$ 26,571	6,642	6,642	19,929
TOTAL BUDGET	$3,863,120	$1,308,521	$1,308,521	$2,554,599

BUDGET TRANSFERRED TO DEPARTMENT OF PUBLIC WORKS	APPROPRIATED
Maintenance & Repair of Building	$ 76,750
Replacement & Reconstruction	27,450
TOTAL TRANSFERRED TO PUBLIC WORKS	$ 104,200

November 1, 1967

RESOLUTION #359

RESOLVED That the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of October 1967, be approved:

3634 Principal Librarian

Richard Coenenberg

3632 Senior Librarian

Lillian Mancini

3610 Library Assistant

Sylvia Wright

1424 Clerk-Typist

Martha Sterling
Ben Spaw

7334 Stationary Engineer

Budd Sheldon

1422 Junior Clerk-Typist

Juanita Miller
Ivanore Barnes

1630 Account Clerk

Antoinette Morsello
Stephen Diller

3630 Librarian

Mary Brousseau	Edith O'Donnell
Phyllis Consoli	Linda Ramey
Alison Engh	Dan Tatko
Mary Enos	Marilyn Thieme

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Harvey Briley	Ed Olsen
Ronald Davis	Maurice Parker
Ruben Duran	Jack Pastor
John Irons	Paul Schneider
Anthony King	Pat Toomey
Val King	Willy Tsai
John Male	Kevein Wilson
Michael O'Keefe	Ronald Yee

AND FURTHER That the following resignations of non-Civil Service, part-time and temporary positions be accepted:

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Dennis Butler	James Fisher
Katherine Cheda	John Gardner
Karen Chew	Gerald Garrido
Michael Clark	Herron Giovanni
Dennis Fama	Charles O'Toole

Cecember 18, 1967

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, December 5, 1967, in the Commissioners' Room, Main Library.

The meeting was called to order at 4:05 P.M. by President Callanan.

On roll call the following were noted present: Commissioners Bransten, Callanan, Garner, Graves, Lisle, Malone and Mohr.

It was moved by Commissioner Graves and seconded by Commissioner Lisle that the minutes of the November Commission meeting be approved as submitted. There being no objection, it was so ordered.

BUILDING, DEVELOPMENT, MAIN LIBRARY COMMITTEE

Chairman Malone reported that pursuant to the action taken by the Commission at the November meeting, President Callanan had satisfied himself as to the ability of Nibbi Bros. to perform as the general contractor for the Anna E. Waden Branch Library. The Bureau of Architecture was duly advised, and requested to award the construction contract. The transfer of funds from the Waden Bequest to the Bureau of Architecture is being processed. Concurrently, the Controller is taking the necessary steps to certify the contract with Nibbi Bros. This should take about four weeks.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE

Chairman Bransten called the Commission's attention to the Department's monthly public relations activities report. It was suggested by the Chairman that in addition to the monthly reports submitted to the Commission that a statement be prepared of the Library's objectives for perhaps a year or more in advance. Mr. David Belch, Public Information Officer, indicated that he would prepare a statement of this type.

It was moved by Chairman Bransten, seconded by Commissioner Graves and unanimously adopted that the report of the Public Relations, Books, Art Committee be approved.

FINANCE, AUDIT AND BUDGET COMMITTEE

It was moved by Chairman Graves, seconded by Commissioner Bransten and unanimously adopted that the expenditures, in the amount of $1,665.00, made from the Fuhrman Bequest Fund during the month of November, be approved.

Chairman Graves moved, Commissioner Malone seconded and the Commission, by unanimous action, approved the following resolution:

RESOLUTION #362

RESOLVED That the San Francisco Public Library Commission hereby authorizes reimbursement of $35.00 to Susan Fowler, Librarian, for cost incurred in her attendance at a workshop, "Literature for Adolescents", presented by the University of California Extension Division, November 10-12, 1967.

ADMINISTRATION AND PERSONNEL COMMITTEE

It was moved by Chairman Lisle, seconded by Commissioner Graves and unanimously adopted that the following resolution be approved:

RESOLUTION #361

(See first page following the minutes of this meeting.)

FRIENDS OF THE LIBRARY REPORT

Mrs. Carl W. Stern, Vice-president of the Friends, reported the following matters:

1. The Mayor-elect, Joseph Alioto, had issued a statement indicating his interest in library development with particular emphasis on the concept of regionalization of service.

2. Mrs. Stern had attended the most recent meeting of the National Book Committee. It is important for San Francisco and for the Library to have representation in the activities of this organization.

CITY LIBRARIAN'S REPORT

Prior to reporting other matters, Mr. Martelle, through President Callanan, asked that the Secretary read the following resolution:

RESOLUTION #363

WHEREAS, The San Francisco Public Library has successfully embarked on a two-year demonstration project for the purpose of implementing a Bay Area Cooperative Library System, and

WHEREAS, The San Francisco Public Library is desirous of extending the above demonstration project to other libraries in the Bay Area; now, therefore, be it

RESOLVED That the San Francisco Public Library be authorized to make application to the California State Library for Federal Library Services and Construction Act funds for the purpose of financing the extension of said demonstration project and designates the City Librarian as the officer of the City and County of San Francisco authorized to act in its behalf.

It was moved by Commissioner Graves, seconded by Commissioner Garner and unanimously adopted that Resolution #363 be approved.

Mr. Martelle continued his report:

1. The Technical Services departments urgently need additional space in the Library Annex, 45 Hyde Street. The Library is currently negotiating to acquire approximately half of the second floor for occupancy on or about February 1, 1968.

2. President Callanan and members of the Library administrative staff met with representatives of the Ocean View - Merced Heights - Ingleside Community Stabilization and Improvement Project (O.M.I.) on November 30 at the Ocean View Branch Library. The meeting provided fruitful contact, the O.M.I. having been informed of the Library's efforts to acquire larger quarters for the branch.

3. The procedure, making it permissible for a Library patron to return materials to any branch, was started last evening (December 4). This is a service which the Library has been anxious to put into effect for some time. It will be publicized later after any initial operational problems that may appear have been solved.

4. The appeal of Miss Eleanor Guilford, Chairman, Housing Committee, Health and Welfare Agencies Serving South of Market, for some level of library service to the residents of the future Senior Public Housing facility to be constructed in Yerba Buena Center has been considered by the Library staff. Since this housing project will not be constructed for several years, it is difficult to know how budgetary limitations might dictate the amount of service the Library could make available.

Following discussion, it was moved by Commissioner Malone, seconded by Commissioner Bransten and unanimously adopted that a communication be directed to Miss Guilford expressing the Commission's interest in the proposed program and advising that the Library might assist by providing the initial book stock, but that other sources of books should be sought for the long term.

It was moved by Commissioner Mohr, seconded by Commissioner Malone and unanimously adopted that the following resolution be approved:

RESOLUTION #364

RESOLVED That the San Francisco Public Library Commission hereby approves the attendance of the City Librarian at the Mid-Winter Meeting of the American Library Association to be held in Miami Beach, Florida, January 5 - 15, 1968, within the limitation of funds appropriated for this purpose.

Commissioner Mohr suggested that when preparing the 1968-69 budget consideration be given to increasing the request for travel and workshop funds. She pointed out that more members of the professional staff should have the opportunity to attend meetings that would assist them in increasing their competence.

ADDENDUM

The joint meeting of librarians from the Public Library and the School Department, held on November 15, was mentioned by Commissioner Mohr. A large number of people participated in the all day meeting that included a luncheon which Commissioner Mohr attended. She emphasized the mutuality of interest and spirit of cooperation that exists between the public and school librarians.

There being no further business to come before the Commission, it was moved by Commissioner Bransten, seconded by Commissioner Malone and unanimously adopted that the meeting be adjourned until 3:30 P.M. Tuesday, January 16, 1968.

Respectfully submitted,

Frank A. Clarvoe, Jr.

Frank A. Clarvoe, Jr., Secretary
San Francisco Public Library Commission

December 5, 1967

RESOLUTION #361

RESOLVED That the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of November 1967, be approved:

3632 Senior Librarian	3630 Librarian	3610 Library Assistant
Catherine Roberts	Florence Muller	Barbara James
Doris Tatko	Dorothy Svirsky	Lilly Sims
		Beverly Underwood

1444 Clerk Stenographer	1424 Clerk-Typist	1404 Clerk
Joyce On	Daniel Maurer	Nina Wax

1630 Account Clerk	2714 Janitor
Katherine Kraus	George Johnson

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Audrey Chan	Scott Johnson
Ben Crawford	Stephen Kan
Hari Dillon	Charles Nicholas
Diane Fisch	Jerry Scharlin
Portia Henderson	Jeffrey Tilley
Robert Jackson	Lotus Wong
Edwin Jensen	Sarah Wood

AND FURTHER That the following resignations of non-Civil Service, part-time and temporary positions be accepted:

1630 Account Clerk

Antoinette Morsello

3602 Library Page

Andrew Jim	Charles Talcott
Craig Nelson	Jeffrey Tom
Leland Nerio	Bomar Ware
Paul Schneider	

January 24, 1968

Proceedings of the postponed regular meeting of the San Francisco Public Library Commission held Tuesday, January 16, 1968, in the Commissioners' Room, Main Library.

The meeting was called to order at 3:55 P.M. by President Callanan.

On roll call the following were noted present: Commissioners Callanan, Garner, Graves, Lisle, Malone and Mohr. Absent: Commissioner Bransten.

President Callanan welcomed Mrs. Carl W. Stern, Vice-President of the Friends of the Library, and Miss Doris Yetter, observer from the League of Women Voters.

It was moved by Commissioner Lisle and seconded by Commissioner Garner that the minutes of the December 1967 Commission meeting be approved as submitted. There being no objection, it was so ordered.

BUILDING, DEVELOPMENT, MAIN LIBRARY COMMITTEE

Chairman Malone welcomed Mr. Barry Wasserman of John S. Bolles, Associates, architects for the Anna E. Waden Branch Library. Mr. Wasserman introduced Mr. Jacques Overhoff, the sculptor who had designed the exterior embellishment for the branch building. Using a model, Mr. Wasserman then displayed the proposed work of art to the Commission.

Following comment and discussion, it was moved by Chairman Malone, seconded by Commissioner Graves and unanimously adopted that the proposed embellishment be approved.

Chairman Malone reported the City Architect had advised that the building contractor expects to start clearing the site for the Waden Branch on or about February 1. This work will require approximately one week, after which time the Commission could hold a ground-breaking ceremony. The Secretary was asked to determine on which date it would be possible for Mayor Alioto to participate in the ground-breaking.

At the request of Chairman Malone the Secretary reported on his appearance before the City Planning Commission on January 5, 1968, when it considered the Library's Capital Improvement Program. Since there has been no significant change in the proposal for a main library bond issue, this project was not reviewed, the Secretary explained. However, the Commission did desire additional information about the projected plan to conduct studies which would lead to the modernization and refurbishing of the eight oldest permanent branch library buildings. The plan of study was approved, and work will be started in the 1968-69 fiscal year, provided funds are made available.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE

President Callanan asked for a report of public relations activities from Mr. David Belch, Public Information Officer, Chairman Bransten being absent. Mr. Belch stated that the major effort of the preceding month had been put into preparing and publishing SYNERGY, the news letter of the Bay Area Reference Center project. Also mentioned by Mr. Belch was the number of advertisements placed by KNBR-radio in Bay Area newspapers for the Books and Authors program.

During the newspaper strike involving the major San Francisco newspapers the Library is reproducing abbreviated versions of The Chronicle and The Examiner for posting in the main and seven branch libraries and for distribution to radio and television stations.

FINANCE, AUDIT AND BUDGET COMMITTEE

It was duly moved, seconded and unanimously adopted that the expenditures, in the amount of $1,458.80, made from the Fuhrman Bequest Fund during the month of December 1967, be approved.

It was duly moved, seconded and unanimously adopted that the following resolution be approved:

RESOLUTION #365

RESOLVED That the San Francisco Public Library Commission hereby authorizes the transfer of $350.00 from Retirement Appropriation to Contractual Services, Branch Rentals. (Required to pay increased rental for premises occupied by the Bayview Branch Library for the balance of the current fiscal year.)

It was duly moved, seconded and unanimously adopted that the following resolution be approved.

RESOLUTION #367

RESOLVED That the San Francisco Public Library Commission hereby approves the attendance of two delegates at a special library workshop, "Outreaching Library", to be held in Fresno, California, January 17, 1968, funds provided by Federal Library Services and Construction Act.

It was duly moved, seconded and unanimously adopted that the following resolution be approved:

RESOLUTION #368

RESOLVED That the San Francisco Public Library Commission hereby authorizes reimbursement of $10.00 to Miss Elizabeth Storey, Science and Technology Department librarian, for attendance at a Young Adult Workshop at the University of San Francisco, January 12-13, 1968.

Commissioner Malone moved, Commissioner Garner seconded and the Commission, by unanimous action, approved the proposed 1968-69 Library Department operating budget in the amount of $4,292,138.

ADMINISTRATION AND PERSONNEL COMMITTEE

It was moved by Chairman Lisle, seconded by Commissioner Mohr and unanimously adopted that the following resolution be approved:

RESOLUTION #366

(See first page following the minutes of this meeting.)

FRIENDS OF THE LIBRARY REPORT

Mrs. Stern made the following report and comments:

1. The continuing development of the Library and its programs will depend, in great measure, upon how Mayor Alioto views the institution. It is of crucial importance that the Mayor be sympathetic with the Library's objectives.

2. The Friends have entertained candidates who have been brought to San Francisco for the purpose of interviewing for the position of City Librarian. Selling the city and the position to those interviewed has been an important activity.

3. Mrs. Stern said she felt it was useful and instructive to be involved in the interviews for City Librarian conducted with Commissioner Mohr during the American Library Association Mid-Winter meeting in Miami Beach.

4. Plans for the 1968 observance of National Library Week are well under way. We are very fortunate to have Mrs. William Luttgens as chairman this year. Mrs. William H. Grace and Mrs. Peter Leaf have already expended considerable effort on preparations for the Book Sale, the event for which they are co-chairmen. Mrs. Grace is a truly dedicated volunteer who comes into the city from Marin County to work on this project.

Commissioner Mohr expressed her gratitude to Mrs. Stern for the latter's interest and assistance in conducting interviews for the position of City Librarian during the A.L.A. meeting in Miami Beach.

CITY LIBRARIAN'S REPORT

Mr. Martelle reported the following matters:

1. The procedure which allows patrons to return books to any branch, rather than to just the agency from which withdrawn, is working out quite well. However, the department needs to have a little more experience with the logistics of the procedure prior to giving it wide publicity.

2. A "Headstart" program is now being conducted at the Park Branch Library. This is the kind of community effort with which the Library should be increasingly involved.

3. Considerable staff time and effort have been devoted to preparing the records of the Library's periodical holdings for conversion to electronic data processing.

4. The Library has received a number of favorable comments on the Bay Area Reference Center news letter, and the project itself, which may be further expanded to include other libraries, is going well.

5. Depending upon Congressional action, the Federal programs of library aid may be curtailed, according to reports heard at the A.L.A. Mid-Winter meeting.

Commissioner Mohr reported that the amount of State aid for libraries had been set at a total of $800,000. This relatively low amount may well mean that certain programs, particularly those now funded for smaller California libraries, may well have to be cut back.

The report of the Librarian Selection Committee was considered in executive session, Commissioner Mohr, Committee chairman, reported.

There being no further business to come before the Commission, the meeting

was declared adjourned until 3:30 P.M. Tuesday, February 6, 1968.

Respectfully submitted,

Frank A. Clarvoe, Jr., Secretary
San Francisco Public Library Commission

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January 16, 1968

RESOLUTION #366

RESOLVED That the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of December 1967, be approved:

1426 Sr. Clerk Typist

Lawrence Coates

3632 Senior Librarian

Gloria Neiman

3630 Librarian

Marie Hidalgo

8202 Watchman

Phillip Quackenbush

3610 Library Assistant

Anne Ferraris

2714 Janitor

Martin Celli

3602 Library Page

Louis Bonner
Richard Faenzi
Jack Marshall
Andrew Chiu
Kenneth Ogren
Bonita Luey
Manuel Gabac

AND FURTHER That the following resignations of non-Civil Service, part-time and temporary positions be accepted:

8202 Watchman

Nathanael Greene

3602 Library Page

Christopher Leonard
Chung Louie
Maurice Parker
Fredrick Sharp
Charlotte Slaten
Edwin Jensen

February 21, 1968

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, February 6, 1968, in the Commissioners' Room, Main Library.

The meeting was called to order at 4:10 P.M. by President Callanan.

On roll call the following were noted present: Commissioners Bransten, Callanan, Garner, Graves, Lisle, Malone and Mohr.

President Callanan recognized Mr. Laurence J. Clarke, former City Librarian, who indicated his desire to address the Commission. Mr. Clarke presented his comments on several matters included in the minutes of the January Commission meeting:

1. He was pleased to learn that construction will commence soon on the Anna E. Waden Branch Library. This project merits particular attention because of the needs of this area of the city. Miss Waden was prompted to leave her estate to the Library for the construction of a branch building, having been impressed by the Parkside Branch Library.

2. Libraries are important, and for proper growth need to be adequately financed. The proposed 1968-69 operating budget of $4,292,138 for the San Francisco Public Library would represent an expenditure of approximately $5.74 per capita.

3. The Friends of the San Francisco Public Library have done a remarkable job. Library Week, which originated in San Francisco and was largely handled by the Library's staff, has developed into a national observance, for which the Friends have assumed the local responsibility.

4. In the selection of a City Librarian the Commission should not delegate it powers to any other group. Individuals or organizations may recommend or suggest candidates to the Commission, but Section 43 of the Charter clearly sets forth the Commission's responsibility for selection.

5. The San Francisco Public Library has made tremendous strides in the past few years. Mr. Clarke emphasized that, as City Librarian, he had suggested many improvements, but that the funds for implementation had not been provided.

President Callanan thanked Mr. Clarke for his remarks. In response to the latter's requests, the President stated that the model of the Waden Branch and the Library's budgets, both of which are a matter of public interest and record, could be inspected by Mr. Clarke at any suitable time. While members of the Friends and other consultants have naturally expressed interest in securing the most qualified candidate possible for the position of City Librarian, the Commission does not intend to abrogate its responsibility in making a final decision in this matter, President Callanan pointed out.

Commissioners Malone and Graves stated that the Commission is well aware of its obligation in the important matter of governing the Library, including the responsibility for the selection of the City Librarian.

BUILDING, DEVELOPMENT, MAIN LIBRARY COMMITTEE

Chairman Malone reported that Mayor Alioto's office expects that it will be

possible for him to be present for the brief ground-breaking ceremony which will mark the start of construction of the Anna E. Waden Branch Library. The ground breaking will be held at 11:15 A.M. Thursday, February 15, 1968. Leaders from the Bay View district and a number of school children are also expected to attend the ceremony.

The published report of the 1967 Grand Jury supported the proposal for a new Main Library, Chairman Malone reported, but suggested that the building be constructed on the site bounded by McAllister, Larkin and Hyde Streets. It was suggested that in replying to the Grand Jury recommendation, as required by the Mayor's Office and the Board of Supervisors, that the advantages of the Marshall Square site for Main Library purposes be clearly detailed.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE

Mr. David E. Belch, Public Information Officer, called the Commission's attention to the Library Department's monthly public relations activities report. Of particular interest is the Directory of Bay Area Publishers, which was compiled by Mrs. Linda Crismond. This reference work should prove extremely useful to many people; it is being distributed by the Staff Association of the Library, with the proceeds from sales earmarked for the Association's Scholarship Fund.

It was moved by Commissioner Malone, seconded by Commissioner Garner and unanimously adopted that the report of the Public Relations, Books, Art Committee be accepted.

FINANCE, AUDIT AND BUDGET COMMITTEE

Chairman Graves moved, Commissioner Garner seconded and the Commission, by unanimous action, approved the expenditures, in the amount of $608.61, made from the Fuhrman Bequest Fund during the month of January.

It was moved by Chairman Graves, seconded by Commissioner Garner and unanimously adopted that the following resolution be approved:

RESOLUTION #369

RESOLVED That the San Francisco Public Library Commission hereby approves the reimbursement of $13.50 to three librarians for attendance at a workshop, "Use of Information Sources Innovation and Invention", held in South San Francisco, January 31, 1968, to be paid from Federal Grant funds appropriated for this purpose.

ADMINISTRATION AND PERSONNEL COMMITTEE

It was moved by Chairman Lisle, seconded by Commissioner Mohr and unanimously adopted that the following resolution be approved:

RESOLUTION #370

(See first page following the minutes of this meeting.)

Commissioner Mohr pointed out the urgent need for a new stove for the staff kitchen, Main Library. Commissioner Lisle volunteered to give a stove she has to the Library.

FRIENDS OF THE LIBRARY REPORT

Mrs. John Gamble, representing the Friends of the Library, indicated that

that organization, composed of many dedicated volunteers, is naturally interested in who will be named to the post of City Librarian, but also recognizes the Commission's prerogative in this matter.

Mrs. Gamble also reported the following matters:

1. Mrs. William F. Luttgens will serve as the new president of the Friends, and Mr. E. Peter Helms as Treasurer.

2. Two annual events, the Book Sale and the Poetry Contest, will be expanded this year. The latter will include entries from high school students for the first time. There is also the possibility of adding programs to the observance of National Library Week this year.

It was moved by Commissioner Mohr, seconded by Commissioner Malone and unanimously adopted that a resolution be drafted and sent to Mrs. Carl W. Stern, Vice-President of the Friends, expressing both sincere regret that she had sustained injury as the result of an accident, and that she will be able to resume her active schedule in the very near future.

CITY LIBRARIAN'S REPORT

Mr. Martelle explained to the Commission that it has become necessary to make certain adjustments among the several objects of expenditure set up as a part of the Federally-financed Bay Area Reference Center project.

Pursuant to Mr. Martelle's request, it was moved by Commissioner Graves, seconded by Commissioner Mohr and unanimously adopted that the following resolution be approved:

RESOLUTION #371

RESOLVED That the San Francisco Public Library Commission hereby authorizes Harold D. Martelle, Jr., Acting City Librarian, to accept and amend State of California Standard Agreement No. 3415 (LSCA Reference Project) in the following particulars:

Article II, commencing with Section "D" shall be amended to read:

> "Purchase and provide equipment for the project in an amount not to exceed $4,767, to be expended in the fiscal year ending June 30, 1968.
>
> "Any of the sums listed under Items A - D may be adjusted by the San Francisco Public Library's Librarian to increase any allotment not more than 25% with the understanding that there will be corresponding decreases in the other allotments so that the total amount paid by the State to the Agency under this agreement shall not exceed $447,235, of which not more than $226,002, shall be expended in the fiscal year ending June 30, 1968; and not more than $221,233, in the fiscal year ending June 30, 1969."

Mr. Martelle continued with his report:

1. The Bay Area Reference Center project has received many favorable comments on its operations to date. Another workshop to acquaint San Francisco Public Library and North Bay Cooperative librarians with BARC services and procedures will be held tomorrow, February 7.

2. A copy of the volume containing the prize-winning poems from the annual Poetry Contest for children has been sent to the Osaka Library.

3. Two librarians recently visited the San Francisco Public Library, one from Columbus, Ohio, the other from Victoria, Australia.

4. The Library expects to move some Technical Services activities to the second floor of 45 Hyde Street when the space has been refurbished.

5. A Japanese cultural program, planned in conjunction with the Friends of the Library, will be held March 11.

6. The first in the second series of programs presenting authors and their books will be held this evening, February 6.

Commissioner Mohr remarked that she was favorably impressed with the quarters set up for BARC.

COMMUNICATIONS

From Thomas J. Cahill, Chief of Police, re: acknowledging the Commission's latest protest regarding the application to operate a billiard parlor at 1122 Taraval Street. (File -- Secretary to attend next meeting of the Police Commission when application will be considered again.)

From Mae T. Bland, Secretary, Los Angeles Library Commission, re: copy of resolution requesting that steps be taken to prevent any slowdown in United States mail deliveries to libraries. File.

It was moved by Commissioner Malone, seconded by Commissioner Graves and unanimously adopted that a resolution be prepared expressing the concern of the San Francisco Public Library Commission with respect to the announced slowdown of United States mail deliveries to libraries, and that the appropriate officials be advised of the Commission's concern.

Commissioner Garner inquired if it would be possible to have the current Negro History exhibit circulate among the branch libraries. Mr. Martelle indicated that this has been considered, and that the exhibit, or portions of it, could be so circulated as space in branches permits.

Commissioner Lisle reported her pleasure at being able to attend and introduce the two recent musical programs presented in the Literature Department. The programs were made possible by a grant from the Musicians Union, and were arranged by Mrs. Stopple, who is to be commended for her efforts.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 P.M. Tuesday, March 5, 1968.

Respectfully submitted,

Frank A. Clarvoe, Jr.

Frank A. Clarvoe, Jr., Secretary
San Francisco Public Library Commission

February 6, 1968

RESOLUTION #370

RESOLVED That the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of January, 1968, be approved:

3630 Librarians

Patricia Wollter
Sue Critchfield
Jennifer Corner
Judith Kahl
Joyce Pendleton
Sylvia Fatzer
Pamela Staley
William Heintz

3610 Library Assistant

Roselyn Smith

1422 Jr. Clerk Typist

Margaret Ajay

1444 Clerk Stenographer

Opal Storms

2702 Janitress

Gitl Piotrkowski

3602 Library Page

Vincent Bray
Russell Obana
Julian Scala
Jim Berg
Jonathan Else
Jeffrey Wayman
Melvyn Coit
Theresa Bennett
Matthew McKay
James Yee
Maurice Parker
Nick Blonder

AND FURTHER That the following resignations of non-Civil Service, part-time and temporary positions be accepted:

1422 Jr. Clerk Typist

Barbara James

3602 Library Page

Carol Luz
Myra Nash
James Flanagan
Scott Johnson
Pat Toomey
Randall Kwocks
Velga Krauss
Beverly Quast
Donald Jenson
Val Stolarov

March 14, 1968

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, March 5, 1968, in the Commissioners' Room, Main Library.

The meeting was called to order at 3:40 P.M. by President Callanan.

On roll call the following were noted present: Commissioners Bransten, Callanan, Garner, Graves and Lisle. Absent: Commissioners Malone and Mohr.

At the request of President Callanan, Mr. David Belch, Public Information Officer, introduced guests and observers in attendance: Mrs. William Luttgens, newly-elected President of the Friends of the Library; Mrs. Carl W. Stern and Mr. Marvin J. Colangelo, also from The Friends; Miss Doris Yetter, representing the League of Women Voters; Mr. Laurence J. Clarke, former City Librarian; Miss Sandy Buehler, a Library School student from the University of California, Berkeley; and Mr. Bill Moore, Chronicle reporter.

It was moved by Commissioner Graves, seconded by Commissioner Garner and unanimously adopted that the minutes of the February Commission meeting be approved as submitted. There being no objection, it was so ordered.

BUILDING, DEVELOPMENT, MAIN LIBRARY COMMITTEE

In the absence of Chairman Malone, the Secretary reported the following matters:

1. The wooden foundation forms and steel reinforcing bars for the first phase of the Anna E. Waden Branch Library have been put in place by the building contractor.

2. A letter was sent to Mr. Allan B. Jacobs, Director of Planning and Chairman of the Civic Center Technical Committee, asking for a status report on the proposed use of Marshall Square as the site for the new Main Library building.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE

Chairman Bransten called the Commissioners' attention to the monthly public relations activities report. Mr. Belch added that considerable time had been spent during February on the Negro History exhibit and on the five talks given by authors about their books. Final preparations were made for the exhibit which ties in with the opening of the Japanese Cultural Center. Further development of plans for National Library Week was also undertaken, Mr. Belch informed the Commission.

It was moved by Chairman Bransten, seconded by Commissioner Lisle and unanimously adopted that the report of the Public Relations, Books, Art Committee be accepted.

FINANCE, AUDIT AND BUDGET COMMITTEE

It was moved by Chairman Graves, seconded by Commissioner Lisle and unanimously adopted that the following resolution be approved:

RESOLUTION #373

RESOLVED That the San Francisco Public Library Commission hereby approves

the request for a Supplemental Budget Appropriation, in the amount of $1,445.00, required for City's portion of Health Service System contributions for the balance of the current fiscal year.

In response to Commissioner Bransten's question, the Secretary reported that the hearing before Mayor Alioto will be the next step in the consideration of the Library Department's 1968-69 operating budget. This hearing should be scheduled during the second half of March.

ADMINISTRATION AND PERSONNEL COMMITTEE

It was moved by Chairman Lisle, seconded by Commissioner Graves and unanimously adopted that the following resolution be approved:

RESOLUTION #374

(See first page following the minutes of this meeting.)

Chairman Lisle reported two communications dealing with the matter of salary standardization as it affects the Library's professional staff members. One communication was from the Chiefs and Coordinators, the other from the Friends of the Library.

It was moved by Chairman Lisle, seconded by Commissioner Bransten and unanimously adopted that the matter of salary standardization be referred to the Administration and Personnel Committee for study and report to the Commission.

FRIENDS OF THE LIBRARY REPORT

Mrs. William Luttgens, President of the Friends, made the following report and comments:

1. She expressed her appreciation to the Commission for the letter of congratulation following her election to the presidency of the Friends.

2. The Friends were pleased to have President Callanan and Mr. Martelle at their annual meeting.

3. The cooperation between the Library, the Friends and the San Francisco Symphony Foundation and other groups, considerable publicity should be generated for the forthcoming Indian program, which will include exhibits at the Library.

Mrs. Carl W. Stern, First Vice-President of the Friends and member of the State Library Development Board, made the following observations:

1. She is understandably concerned that every effort be made toward the objective of having the San Francisco Public Library designated as one of the two regional reference centers for the State.

2. It would be far more difficult to operate a reference center complex if the new main library is located along the north line of McAllister Street, rather than on the favored Marshall Square site.

3. Citizens and groups of citizens like the Friends must be truly interested and dedicated to the idea of providing cultural as well as economic resources if a community is to prosper. The need for a continuing program of library improvement must be strongly emphasized.

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4. Librarians, as a group, have a very real concern about the future development of libraries, and are endeavoring to provide the finest public service possible.

5. One of three SPUR awards, made at that organization's recent annual meeting, was presented to the League of Women Voters. The League maintains its interest in the San Francisco Public Library and its need for a new main library building. Although the main library bond issue is scheduled for the November 1969 election, considerable effort is needed to prepare for its submission to the voters, including securing approval of the use of the Marshall Square site.

It was moved by Commissioner Graves, seconded by Commissioner Bransten and unanimously adopted that a report be presented to the Commission at each monthly meeting detailing the work in progress on the main library bond issue proposal and program.

In response to Commissioner Bransten's inquiry about what is currently being done to further the community's acceptance of a main library bond issue, Mr. Martelle made the following points:

1. The Library is undertaking more programs and community meetings than at any time in its history. These serve not only to make citizens actively aware of the Library and its services, but afford opportunities to explain how the community would benefit by having a new main library building.

2. Commissioners should have been receiving announcements of all community and branch programs. It this has not been the case, the omission will be corrected.

3. The Library staff is gathering all pertinent materials that would be useful in preparing the main library bond issue proposal. In doing this work we must try to anticipate what the library of the future will be like and what its role or roles may be. After the staff has completed its preliminary efforts, the Building, Development, Main Library Committee and the Commission as a whole will have the opportunity to review the entire proposal. Monthly progress reports on specifics of the bond issue can now be made.

It response to a question from Commissioner Graves, Mr. Martelle added that whenever any City agency or other group is to discuss the main library bond issue one or more Library Department respresentatives will attend, as they have in the past.

CITY LIBRARIAN'S REPORT

Mr. Martelle reported the following matters:

1. A new State per capita grant, in the amount of $18,187.00, has been approved for the San Francisco Public Library. Of this amount, approximately 50% will be expended for library materials, 30% for staff, and 20% for equipment or materials, probably in the area of electronic data processing.

2. Colin Fletcher will be the speaker at the March 15 meeting of the Public Library Executives of Central California. The meeting will be held at the Excelsior Branch Library.

3. The staff will investigate how the Library might fit into any new Federally-funded program for the improvement of metropolitan areas, including programs of assistance to the culturally disadvantaged.

4. The conversion of the Library's periodicals listings to electronic data processing form is ahead of schedule. If it so desires, the Commission could observe the operation of the EDP equipment at its April meeting. We are now looking forward to other applications of EDP to library activities.

5. The Library's program of job training for Neighborhood Youth Corps enrollees is now well into its second year, and has proved very beneficial for both the department and for the participants, who have gained a valuable working experience.

6. Another successful program, that of providing employment opportunities for welfare recipients referred by the Department of Social Services, is now in its fourth year.

7. We expect the first participants in the "New Careers" program to report for assignment in late March.

COMMUNICATIONS

From John F. Anderson, re: expressing his great pleasure at his appointment as City Librarian. File.

From Robert J. Dolan, Clerk of the Board of Supervisors, re: submittal of request from Mr. Adolph Kessler that the Library subscribe to the Oakland Tribune. Acknowledge, advising that the current file of the Oakland Tribune is maintained in the Newspaper Room, Main Library.

President Callanan recognized Mr. Arthur Free, who suggested that the statues, embellishing the front of the Main Library, be painted in conformity with that technique which was practiced in an earlier civilization that fostered architecture after which the Main Library is generally patterned. This suggestion was referred by President Callanan to the Building, Development, Main Library Committee for study and recommendation.

Commissioner Garner informed the Commission of the passing of Miss Betty Rethmeyer, Principal Librarian, a staff member for twenty-nine years. An avid reader, Miss Rethmeyer made many contributions to the Library since her original assignment to the Circulation Department, Main Library. In the early 1950's she worked at the Business Branch and was placed in charge of the new Marina Branch when it opened in 1954. After ten years, she returned to head the Business Library in 1964, where she remained until 1967. Her most recent assignment was as head of the Merced Branch.

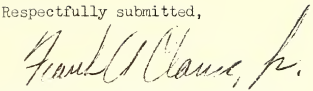
In addition to literature, Miss Rethmeyer had a great interest in both art and gardening. She was active in auxiliary organizations of San Francisco museums and garden clubs. A native of Santa Rosa, Miss Rethmeyer graduated from Lowell High School and received her A.B. Degree and Secondary Teaching Credential from Dominican College.

In recognition of Miss Rethmeyer's many contributions to the Library and as a token of the affection with which her fellow staff members regarded her, Commissioner Garner moved, Commissioner Lisle seconded and the Commission, by unanimous action, voted to request that a memorial resolution be prepared in the Commission's name and that it be sent to Miss Rethmeyer's mother, Mrs. Vera Grunnelle.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 P.M. Tuesday, April 2, 1968, in respect to the

memory of Miss Betty Rethmeyer.

Respectfully submitted,



Frank A. Clarvoe, Jr., Secretary
San Francisco Public Library Commission

March 4, 1968

RESOLUTION #374

RESOLVED That the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of February, 1968, be approved:

7426 Elevator Operator

Joseph Resseman

2714 Janitor

Joseph Johnson

3630 Librarian

Glenn Giffin
Margaret Barber

1422 Junior Clerk Typist

Gerald Olsen
Joel Wilroth
Jane Pielazczyk
Linda Ettinger
Beverly Bennett
Patricia Toomey

3602 Library Page

Sharon Taylor
Richard Sutter
Jenice Gill
Bernice Dea
Robert Baez
Michael Gilbert
Mark Weyman
David Anderson
Stephen Pitcher
Carolyn Novosel
Donny Woo
Marijane Monaghan
Andrew Jin
Steven Wilson
Diana Franklin
Donna Allen

AND FURTHER That the following resignations of non-Civil Service, part-time and temporary positions be accepted:

3630 Librarian

Glenn Giffin

1422 Jr. Clerk Typist

Anne Ferraris
Beverly Bennett

3602 Library Page

Kevein Wilson
Stanley Slater
Ronald Yee
Cory Drefke
Stephen Pitcher
Robert Walsh
Pamela Tau
Richard Lim
Lorraine Johnson
Diane Fisch
Donna Lee
Cedric Chinn

April 8, 1968

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, April 2, 1968, in the Commissioners' Room, Main Library.

The meeting was called to order at 3:45 P.M. by President Callanan.

On roll call the following were noted present: Commissioners Callanan, Graves, Lisle, Malone and Mohr. Absent: Commissioners Bransten and Garner.

At the request of President Callanan, Mr. David Belch, Public Information Officer, introduced guests and observers in attendance: Mrs. William F. Luttgens and Mrs. Carl W. Stern, President and First Vice President, respectively, Friends of the Library; Miss Doris Yetter, representing the League of Women Voters; Miss Peggy Barker, Library staff member; Miss Irene Harris, a Library School student from the University of Washington who is working for the Library on a temporary basis; and Mr. Ivan Sharp, Chronicle reporter.

It was moved by Commissioner Graves and seconded by Commissioner Lisle that the minutes of the March Commission meeting be approved as submitted. There being no objection, it was so ordered.

ADMINISTRATION AND PERSONNEL COMMITTEE

It was moved by Chairman Lisle, seconded by Commissioner Malone and unanimously adopted that the following resolution be approved:

RESOLUTION #375

(See first page following the minutes of this meeting.)

BUILDING, DEVELOPMENT, MAIN LIBRARY COMMITTEE

Chairman Malone reported the following matters:

1. Construction on the Anna E. Waden Branch Library building has progressed to the stage where the foundation framing and steel reinforcing bars have been erected to first floor level. Concrete for these lower walls should be poured during the week of April 8.

2. The Art Commission staff has been contacted about the matter of painting the statues which embellish the front of the Main Library, as suggested by Mr. Arthur Free. Because of the Library's prominent location in Civic Center the Art Commission would have to formally consider whether or not Mr. Free's suggestion has merit. The Secretary was asked to communicate with the Art Commission to request that Board to make a determination in this matter.

3. Staff studies leading to a building program for a new Main Library have progressed to the point that it should be possible to have a meaningful meeting with members of the Commission. Chairman Malone expects to meet with members of the administrative staff first; other meetings, which will include all members of the Building, Development, Main Library Committee, will follow.

4. Mr. Martelle has met with the Chinatown-North Beach Human Rights Commission on several occasions to explore the possibility of joint use of the present China-

town Branch Library property. The Chinatown group, which includes representatives from a number of Chinese organizations, has been working with the University of California Design Center with the objective of designing and finding financing for a multi-purpose structure which would include new, larger, quarters for the branch library, plus low or medium income housing and community facilities above the library level.

Following discussion, Chairman Malone moved, Commissioner Graves seconded and the Commission, by unanimous action, approved the following resolution:

RESOLUTION #376

RESOLVED That the San Francisco Public Library Commission hereby authorizes the City Librarian to explore the possibility of the multi-purpose use of the existing Chinatown Branch Library site with interested and appropriate private organizations and governmental agencies.

In response to a question asked by Commissioner Graves, Mr. Martelle and the Secretary responded that although the Bay Area Rapid Transit District had offered a free site for a permanent building in the Glen Park area several years ago the proposed location was considered unsuitable for library purposes. In addition, it was felt that the relatively small size of the population in the district did not justify construction of a permanent branch facility.

It was moved by Chairman Malone, seconded by Commissioner Mohr and unanimously adopted that the report of the Building, Development, Main Library Committee be accepted.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE

In the absence of Chairman Bransten, President Callanan asked Mr. Belch to report for the Committee. Mr. Belch called attention to the monthly public relations activities report and informed the Commission of the success of recent programs held in the branch libraries and of the preparation of current publications, including Synergy, the Bay Area Reference Center newsletter.

Noting the report on the New Careers Program in the Official Bulletin, Commissioner Graves expressed the hope that the Library's efforts in implementing this important program are being made widely known. Mr. Martelle responded, saying that a story is being prepared about the program. (Also see the Report of the City Librarian.)

FINANCE, AUDIT AND BUDGET COMMITTEE

It was moved by Chairman Graves, seconded by Commissioner Malone and unanimously adopted that the expenditures, in the amount of $1,904.50, made from the Fuhrman Bequest Fund during the month of March, be approved.

FRIENDS OF THE LIBRARY REPORT

Mrs. Luttgens reported the following matters:

1. A contribution to the Special Acquisitions Fund in the memory of Miss Betty Rethmeyer was made anonymously by a Friend of the Library.

2. The schedule of events for National Library Week has been distributed. One item which was not included in the listings is the issuance of the National Library

Week Proclamation by Mayor Alioto. The Proclamation will be signed by the Mayor on April 17, with President Callanan, Mr. Martelle and a group of children in attendance at the ceremony.

3. Other major National Library Week programs include the lecture by Louis Untermeyer, scheduled for the evening of April 27, Margot Patterson Doss' "Walk Around the Excelsior", at the Excelsior Branch Library on April 25, and Paul Mayer's talk, "Cookbooks, Old and New", at the Sunset Branch on April 22.

Mrs. Stern reported that the National Book Committee had been able to secure a large amount of publicity for National Library Week. Stressing the value of news media coverage of books, reading and libraries, Mrs. Stern reminded the Commission of the past effectiveness of such publicity in working for increased budgetary support for the Library.

CITY LIBRARIAN'S REPORT

Mr. Martelle reported the following matters:

1. The planning for the New Careers for Minorities program has been under way for over a year. Because of the many details to be worked out implementation of the program has been slow; however, eighteen young people started work yesterday, April 1.

At Mr. Martelle's request, Alicia Williams outlined details of the New Careers program including how it is financed, how the participants were screened and selected and what their assignments with the Library will be. Completion of the program will enable participants not only to gain valuable employment experience, but permit them to earn an Associate in Arts Degree under the Library Technician Program of San Francisco City College.

The Commission expressed its appreciation to Mrs. Williams for her report. Mr. Martelle continued.

2. The recently-published mimeographed list of the Library's periodical holdings was shown to the Commission by Mr. Martelle. In the future this information will be prepared by electronic data processing. The Commission was invited to observe the Library's EDP equipment in operation during the May Commission meeting.

3. The volume of reference questions forwarded to the Bay Area Reference Center by participating libraries continues to increase. Additional equipment will be installed in more locations soon, including the Excelsior Branch Library. The possibility of extending reference referral service to libraries in San Mateo County is currently under study.

In response to Commissioner Mohr's question, Mr. Martelle informed the Commission that Civil Service examinations will be conducted soon to fill several vacant professional positions.

Commissioner Mohr reminded the Commission that April has been designated as Laugh Month for many years. In San Francisco the annual observance provided the opportunity to display items from the Schmulowitz Collection of Wit and Humor. Mr. Martelle informed the Commission that an exhibit of materials from SCOWAH is currently installed in the Rare Books and Special Collections Department.

COMMUNICATIONS

From John F. Anderson, re: transmitting copy of the February-March issue of the Newsletter of the Tucson Public Library, in which the announcement appears of Mr. Anderson's appointment to the position of City Librarian. File.

From Mrs. R. A. Grunnelle, re: expressing her deep appreciation to the Commission and the Secretary for the memorial resolution which was sent to her on the untimely passing of her daughter, Miss Betty Rethmeyer. File.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 P.M. Tuesday, May 7, 1968.

Respectfully submitted,

Frank A. Clarvoe, Jr.

Frank A. Clarvoe, Jr., Secretary
San Francisco Public Library Commission

April 1, 1968

RESOLUTION # 375

RESOLVED That the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of March, 1968, be approved:

1424 Clerk Typist	1422 Jr. Clerk Typist	3630 Librarian
Patricia Smith	Kathleen Klauber	Richard Morton
Patricia Toomey		

3610 Library Assistant	3602 Library Page	
Margaret Ajay	Rich Gosse	Neva Lee
	Tillie Lew	Mike Campillo
	John Rosario	Tom Lynch

AND FURTHER That the following resignations of non-Civil Service, part-time and temporary positions be accepted:

1424 Clerk Typist	3610 Library Assistant	3630 Librarian
Stephen Dubins	Roselyn Smith	Patricia Wollter

3602 Library Page	
Jeffery Tilley	William Redman
Karen Lee	Karen Bishop
Mari Dillon	Katherine Prongos
Jim Berg	Jonathan Else

LM(SFPL) 1968:1

SAN FRANCISCO PUBLIC LIBRARY

June 12, 1968

Proceedings of the postponed regular meeting of the San Francisco Public Library Commission held Wednesday, June 5, 1968, in the Commissioners' Room, Main Library.

In the absence of President Callanan, Commissioner Lisle called the meeting to order at 3:40 P.M.

On roll call the following were noted present: Commissioners Lisle, Malone, Mohr and Stern. Absent: Commissioners Bransten, Callanan and Graves.

Commissioner Lisle welcomed guests and observers in attendance including Mrs. William Luttgens, President of the Friends of the Library; Miss Doris Yetter, representing the League of Women Voters; and Mr. Garth A. Brown, Chairman, Southern District, Police Community Relations.

It was moved by Commissioner Mohr and seconded by Commissioner Malone that the minutes of the May Commission meeting be approved as submitted. There being no objection, it was so ordered.

BUILDINGS, DEVELOPMENT, MAIN LIBRARY COMMITTEE

At the request of Chairman Malone, the Secretary, utilizing a blueprint of the Anna E. Waden Branch Library, reported the progress on construction. Rear and certain interior walls were erected since the last Commission meeting, and the project is on schedule with completion expected prior to the end of the year.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE

In the absence of Chairman Bransten, Mr. David E. Belch, Public Information Officer, called the Commission's attention to the monthly public relations activities report and to the flyer prepared for the Art Show at the Parkside Branch Library. The announcement of the Excelsior Branch Library dedication was also displayed.

FINANCE, AUDIT AND BUDGET COMMITTEE

In the absence of Chairman Graves, Commissioner Mohr moved, Commissioner Stern seconded and the Commission, by unanimous action, approved the following resolution:

RESOLUTION #383

RESOLVED That the San Francisco Public Library Commission hereby authorizes the attendance of the Director and Assistant Director of the Bay Area Reference Center at the American Library Association Conference to be held in Kansas City, Missouri, June 23 - 29, 1968, transportation and per diem expenses, in the amount of $624.00, to be paid from Library Services and Construction Act Grant funds.

ADMINISTRATION AND PERSONNEL COMMITTEE

It was moved by Commissioner Stern, seconded by Commissioner Mohr and unanimously adopted that the following resolution be approved:

RESOLUTION #384

(See first page following the minutes of this meeting.)

Mr. Martelle reported that the program for the dedication of the Excelsior Branch Library had been submitted to the printer. He reminded the Commission that the ceremony is scheduled for 7:30 P.M. Wednesday, June 12, 1968. Many interested individuals and groups from the Excelsior District have been invited to attend.

Commissioner Lisle extended her congratulations to the City Librarian and the Secretary for the excellent job that had been done on planning for the Excelsior Branch Library, its furnishings and equipment.

FRIENDS OF THE LIBRARY REPORT

Mrs. Luttgens reported the following matters:

1. The Friends had added their weight in efforts to secure favorable action on the Library's 1968-69 operating budget.

2. In order to strengthen the Library's special collections, the Executive Committee of the Friends had authorized the expenditure of $100 for a labor pamphlet authored by John Steinbeck. A total of $463 has been expended from the $500 Holman Fund for works by contemporary local writers.

3. An additional grant of $500 has been made to the Staff Association Scholarship Fund.

4. Pursuant to the objective of building an outstanding Negro History Collection, a close liaison has been established with the Negro Historical Society. Mrs. Cecil Poole has agreed to provide guidance in this effort, and Miss Effie Lee Morris has indicated a willingness to serve as a resource person.

Commissioner Stern remarked that librarians, as a group, are most cooperative and eager to be of help to one another. She cited several examples, including the assistance of Rutherford Rogers in making available copies of order slips for books purchased by Stanford University for its Afro-American Collection.

CITY LIBRARIAN'S REPORT

Mr. Martelle reported the following matters:

1. A meeting was held with representatives of the Bookbinders Union in an effort to explain the Library's position with respect to the annual bookbinding contract. The meeting, which was also attended by President Callanan and Commissioners Lisle and Mohr, proved very useful and productive.

2. President Callanan will introduce Mr. John Anderson, the new City Librarian, at a general staff meeting to be held at 8:00 A.M. Tuesday, July 2.

3. The Civic Center Technical Committee approved the use of Marshall Square for the proposed new Main Library building. A Courts Building, if approved, will be located on the property bounded by Hayes, Franklin, Grove and Van Ness Avenue.

4. Mr. Martelle expressed his personal appreciation to the Commission and to the Friends for assistance in explaining the urgent budgetary needs of the Library to the Board of Supervisors.

5. Final preparations have been made for the Neighborhood Youth Corps summer program. It is anticipated that 125 young people will participate.

6. The number of enrollees in the New Careers program may be increased from 18

to 25. Although this program requires a significant amout of staff time for planning, coordination and supervision, it is considered quite worthwhile for both the Department and the participants.

7. The most recent meeting of the Public Library Executives of Central California was held May 24 at the new Santa Cruz Public Library building. Mr. Martelle, Program Chairman for the group, presented Mr. William Becker, Chairman of the Human Rights Commission of San Francisco, who gave an outstanding talk, emphasizing what libraries can do in times of crisis and social change.

8. Negotiations are continuing on the suggested multiple use of the present Chinatown Branch Library property. Further consideration will be given to the proposal after cost estimates have been prepared and presented by the University of California Design Center.

9. A meeting will be held with Mr. Garth A. Brown during the week of June 13 in an effort to explore how library service in the south of Market Street area might be improved.

10. Several representatives of the San Francisco Public Library attended the Governor's Conference in Sacramento; Commissioner Stern, Mr. Martelle, Miss Effie Lee Morris, and William Ramirez. Mr. John Anderson was present also.

In commenting on the Governor's Conference, which stressed aspects of library service and cooperation, Commissioner Stern remarked that she was disappointed that more laymen were not in attendance. However, there were many exciting developments reported, including new trends in audio-visual services for libraries.

In response to Commissioner Mohr's question, Commissioner Stern stated that it was her understanding that there is still a proposal to eliminate the State Library Development Board.

It was moved by Commissioner Stern, seconded by Commissioner Mohr and unanimously adopted that an appropriate resolution be drafted and forwarded to Mr. David Brunton, Executive Director of the California Library Association, expressing the Library Commission's concern and dismay that there is a proposal to eliminate the State Library Development Board, and requesting Mr. Brunton to take whatever action is appropriate in an attempt to defeat the proposal.

COMMUNICATIONS

From The Honorable Joseph L. Alioto, Mayor, re: expressing his regret that he will be unable to attend the formal dedication of the new Excelsior Branch Library and naming Edward F. Callanan, Jr., President of the Library Commission, as his official representative. File.

There being no further business to come before the Commission, the meeting was declared adjourned to such date and time as may be announced by President Callanan.

Respectfully submitted,

Frank A. Clarvoe, Jr.

Frank A. Clarvoe, Jr., Secretary
San Francisco Public Library Commission

June 3, 1968

RESOLUTION #334

RESOLVED That the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of May, 1968, be approved:

2714 Janitor

Douglas Owens

3630 Librarian

Judith Werner
Deborah Cornue
Jacqueline Grattan
Louise Marsch

1422 Jr. Clerk Typist

Mona Shisler

7334 Engineer

Pedro Thumas

3602 Library Page

Gilbert Bailie
Clyde Lyons

AND FURTHER That the following resignations of non-Civil Service, part-time and temporary positions be accepted:

3602 Library Page

John Collier
Louis Finley

3630 Librarian

Judith Kahl

SAN FRANCISCO PUBLIC LIBRARY

August 7, 1968

Proceedings of the regular meeting of the San Francisco Public Library Commission held Tuesday, August 6, 1968, in the Commissioners' Room, Main Library.

The meeting was called to order at 3:30 p.m. by President Callanan.

On roll call the following were noted present: Commissioners Callanan, Lisle, Mohr, Stern and Graves. Absent: Commissioners Bransten and Malone.

Mr. David Belch welcomed guests and observers in attendance including: Miss Doris Yetter, League of Women Voters; Mr. R. Davis, San Francisco Mime Troupe; Mr. Garth Brown, Community Aide San Francisco Neighborhood Legal Assistance; Mr. Edward Fundis, President, San Francisco Public Library Staff Association; Dr. Paul Wasserman.

It was moved by Commissioner Graves and seconded by Commissioner Mohr that the minutes of the June Commission meeting be approved as submitted. There being no objection, it was so ordered.

BUILDINGS, DEVELOPMENT, MAIN LIBRARY COMMITTEE

In the absence of Chairman Malone, the Secretary reported on the construction progress of the Anna E. Waden Branch Library as given by Assistant City Architect, Mr. Hugh Hiatt. Mr. Hiatt's report indicated that the building is approximately 85% completed and will be fully completed by November 1, 1968.

It was moved by Commissioner Graves, seconded by Commissioner Stern and unanimously adopted that the progress report be approved.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE

In the absence of Chairman Bransten, Mr. David E. Belch, Public Information Officer, called the Commission's attention to the public relations activities report for the months of June and July.

It was moved by Commissioner Graves, seconded by Commissioner Stern and unanimously adopted that the report of the Public Relations, Books, Art Committee be accepted.

FINANCE, AUDIT AND BUDGET COMMITTEE

Chairman Graves moved, Commissioner Mohr seconded and the Commission, by unanimous action, approved the Department Financial Statement for the period ending June 1968. (Financial Statement Attached)

It was moved by Chairman Graves, seconded by Commissioner Stern and unanimously adopted that the following resolution be approved:

RESOLUTION #386

RESOLVED, that the San Francisco Public Library Commission hereby authorizes payment not to exceed $70.00 to Linda Crismond for her attendance at the Oregon Workshop on Mechanization sponsored by the U. S. Office of Education, held at the University of Oregon, July 14 - 20, 1968

It was moved by Chairman Graves, seconded by Commissioner Mohr and unanimously adopted that the following resolution by approved.

RESOLUTION #388

Real Estate Department
City and County of San Francisco

(Fuhrman Bequest Property, Kern County)

RESOLVED, that the San Francisco Library Commission does hereby approve the issuance of a revocable permit to the Shell Oil Company, Lessee of City's lands of Section 28, Township 28 South, Range 28, East, M.D.B. and M, for the construction of a 6" pipeline across said lands in connection with its operations for oil production on said land and adjacent lands.

It was moved by Chairman Graves, seconded by Commissioner Lisle and unanimously adopted that the following resolution be approved:

RESOLUTION #389

RESOLVED, that the San Francisco Public Library Commission does hereby approve the issuance of a revocable permit to the Pacific Telephone and Telegraph Company for the purpose of placing a buried distribution cable.

It was moved by Chairman Graves, seconded by Commissioner Stern and unanimously adopted that the following resolution be approved:

RESOLUTION #390

WHEREAS, The San Francisco Public Library is desirous of initiating new programs in the poverty areas of the city, and

WHEREAS, With the success of our experimental Street Reference project and the demand created to extend the sphere of such projects, now therefore, be it

RESOLVED, That the San Francisco Public Library be authorized to make application for Federal funding under appropriate library legislation for the purpose of financing more experimental programs and that the City Librarian be designated as the Officer of the City and County of San Francisco authorized to act in its behalf.

ADMINISTRATION AND PERSONNEL COMMITTEE

It was moved by Chairman Lisle, seconded by Commissioner Graves and unanimously adopted that the following resolution be approved:

RESOLUTION #387

(attached to minutes)

Commissioner Mohr's Report
"1st Position Paper"

(see last page following the minutes of this meeting)

Commissioner Mohr suggested and recommended a study for the revision of the San Francisco Public Library Commission By-Laws.

President Callanan acknowledged the recommendation by Commissioner Mohr.

President Callanan appointed Commissioner Lisle as Chairman of the By-Law Revision Committee.

NEW MAIN LIBRARY BUILDING BOND: President Callanan appointed Commissioner Stern Chairman of the new committee.

John F. Anderson, City Librarian, informed the Commission that his name has been nominated for consideration as a member of the Executive Board of the American Library Association. If elected, Mr. Anderson will assume office July 1969.

The San Francisco Library Commission expressed their confidence in Mr. Anderson's accepting the position, if elected, providing that there will be no conflict with his present position as City Librarian.

CITY LIBRARIAN'S REPORT

1. During the past month, the City Librarian:

   a. Has visited all 27 branches with Mr. Figone.

   b. Has scheduled two 1-1/2 hour coffee hours per week to discuss library matters with the staff, in particular the professional staff. So far, there have been eight discussions with 100 people, with about five more groups and 60 people to go.

   c. Has held interviews in depth with the administrative staff and have reviewed the major library programs.

   d. Is planning to have one retreat with the Administrative staff in September to discuss priority goals for the library, based upon several staff working papers. These goals will be discussed with the professional staff and then will be presented to the Commission for consideration and possible adoption.

   e. Has contemplated presenting a document at a future meeting outlinging the responsibilities of the Library Administration, the Commission, the Commission Secretary's Office and the Friends, as they are understood by the City Librarian.

   f. Has met with the President of the Friends to discuss our mutual relationship and programs.

   g. Has begun writing an informal publication each Friday to the Administrative Council, an advisory body composed of the Chiefs, Coordinators, Personnel Officer, Public Information Officer and Secretary to the Commission. The new secretary to the City Librarian is Mrs. Anne Bennett.

   h. Has written a communication to the Commission on administrative organization. The organization chart shows a tentative arrangement of administrative responsibilities between Mr. Martelle and Mr. Anderson and will go into effect in September.

d. Miss Morris indicates the summer reading program "Reading-Go-Round" is progressing well, and predicts that more children will be awarded certificates this year.

e. The Library participated in the Human Rights Commission program Read Your Way Up. Five branches and the Main Library were involved in this television series to improve reading skills.

f. The Netherlands Information Office provided Main Library exhibits and two speakers during July.

g. Mr. Martelle, Mr. Coenenberg and Mr. Anderson consulted with the librarians in San Mateo County about revising an application to the State Library for joint projects. Mrs. Dalton led the meeting, which was fruitful. San Francisco Public Library and San Mateo librarians are preparing a redraft for submittal before October 1. The Commission will see a draft of the new proposal in September.

9. Personnel activities are usually reported in the Official Bulletin, but perhaps these items are of interest to you.

a. The Public Library Executives of Central California (PLECC) have the services of three staff members: Assistant City Librarian Martelle is the new Treasurer, History Department head William Ramirez is Chairman of the Legislative Committee and the City Librarian has been named to the Planning Committee. Everyone works.

b. Miss Effie Lee Morris, while on vacation the next four weeks, will spend part of her time serving as a consultant with Dr. Lowell Martin in his survey of the Chicago Public Library.

c. The City Librarian has agreed to serve as Local Chairman of the 1969 Conference of the California Library Association to be held in San Francisco.

COMMISSION PRESENTATIONS

1. Mr. Garth Brown, Neighborhood Legal Assistance Foundation, reported that he has obtained a vacant store in the South of Market Area, and is starting a volunteer library.

Mr. Brown requested endorsement by the Commission on his project.

President Callanan noted that the Commission has referred his project to Mr. Anderson for more specific information before the Commission would make any form of endorsement.

Mr. Anderson assured the Commission that he and his staff will offer assistance and guidance when requested by Mr. Garth Brown.

2. Mr. R. G. Davis, Director, San Francisco Mime Troupe, reported to the Commission a proposal to present puppet shows outside branch libraries.

Object: To bring children into libraries.
Time: Once a week for 30 minutes.
Content: Will be under the direction of Mr. John Anderson, City Librarian.

Commissioner Mohr informed Mr. Davis that many of our libraries are situated on Park property and requested Mr. Figone to look into this matter of clearance.

President Callanan informed Mr. Davis that the Library can not provide financial assistance. Mr. Davis will ask for funds from the Neighborhood Arts Program Council.

President Callanan referred proposal back to staff for recommendation to be made in September.

3. Mr. Edward Fundis, President, San Francisco Public Library Staff Association, reported that a rumor was circulating throughout the library staff to the effect that certain members of the staff had received gifts in the form of money from an outside source.

President Callanan assigned this matter to the Commission's Committee on Administration and Personnel for investigation with a directive to report findings to the Commission at the next regular Commission meeting September 3, 1968.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 p.m. Tuesday, September 3, 1968.

Respectfully submitted,

Robert R Figone

Robert R. Figone, Secretary
San Francisco Public Library Commission

FINANCIAL COMMITTEE REPORT
SAN FRANCISCO PUBLIC LIBRARY
FISCAL YEAR ENDING JUNE 30, 1968

REVOLVING FUND $3,000.00

RECEIPTS: APRIL, MAY, JUNE 1968

Fines	$ 3,091
Books Paid	28,261
Sales of Reserve Postals	1,017
Miscellaneous Income	13,023
TOTAL RECEIPTS	$45,392

****

	BUDGET-TRANSFER	EXPENDED FOR THE QUARTER	EXPENDED TO DATE	BALANCE
Permanent Salaries	$2,075,921	$498,800	$1,936,436	$139,485
Permanent Salaries-Annex	18,826	4,831	19,050	-244
Temporary Salaries	4,000		3,476	524
Overtime Salaries	1,250	425	1,124	126
Extended Work Week	1,977	123	1,909	68
Leave Replacements	37,047	7,684	30,741	6,306
Permanent Wages	35,945	11,375	35,906	39
Temporary Wages	283,499	77,115	283,524	-25
Contractual Services	174,844	5,692	174,145	699
Bookbinding	55,000	10	54,910	90
Material & Supplies	65,282	9,375	64,836	446
Equipment	50,910	917	50,028	882
Library Books	756,500	49,239	757,014	-514
Dues & Misc. Insurance	1,828	898	1,627	201
Maint. & Repair Auto Equip.	1,500	276	1,210	290
Maint. & Repair Office Equip.	2,053	518	1,979	74
Telephone & Telegraph	12,330	2,005	12,330	
Scavenger Service	2,217	605	2,217	
Telephone Directory	117	30	117	
Automobile Insurance	386		381	5
Heat, Light, & Power	53,200	12,320	49,770	3,430
Reproduction Service	400	18	297	103
Fidelity Insurance	185	185	185	
Compensation Insurance	2,000	250	2,000	
Retirement Allowance	99,014	24,064	96,256	2,758
Social Security Employer Tax	62,200	14,693	58,776	3,424
Health Service	18,569	4,601	18,404	165
Rental of Branches	38,030	9,105	36,425	1,605
Services of Other Departments	26,571	6,642	26,571	
TOTAL BUDGET	$3,881,601	$741,846	$3,721,644	$159,957

BUDGET TRANSFERRED TO DEPARTMENT OF PUBLIC WORKS	APPROPRIATED
Maintenance & Repair of Building	$ 76,750
Replacement & Reconstruction	27,450
TOTAL TRANSFERRED TO PUBLIC WORKS	$104,200*

*Expenditures are not available as some jobs are not completed.

August 5, 1968

RESOLUTION #387

RESOLVED That the following non-Civil Service, temporary and reclassification of temporary appointments which have been made by the City Librarian for the months of June and July, 1968, be approved:

3610 Library Assistant

L. Luncefoid

3632 Senior Librarian

Margaret Walsh

7426 Elevator Operator

Enrique Ramos

1446 Clerk Stenographer

Kathleen Clancy

7714 Janitor

Herman Thompson

3602 Library Page

Eric Christensen

3634 Principal Librarian

Louise Smith

1230 Personnel Aide

John G. White

1630 Account Clerk

Lucille McCabe

1220 Payroll and Personnel

Katherine Kraus

1422 Junior Clerk Typist

Mona Shisler
Russell Zachmeyer

3630 Librarian

Joyce Pendleton Michael Spencer
Sylvia Patzer Olga Kachorowski
Melinda Schroeder Evelyn Cline
Judith Zung William Stanton
Philip Glander Kathryn Morehouse
Jean Hayashikawa

3602 Library Page PTAT

John T. Conte
Thomas Fong
Dominic Gasi
Shig Takeshita
Stella Wilson
T. Kobata
M. Smith
Don Kafafian
Virginia Price
Joseph Augustino
Portia Henderson
Richard Monaghan
Lucy Lee
Elaine Chojnowski
Victor Tapia
Lester Gok
Winston Fong
Alfred Jin
Lucy Baker
Diane Franklin
P. Nurre
Walter Ashey
Mary J. Moore
Dale Smith
William Melia
Grace Ho
Adena Siegel
Lotus Wong
William Kearney
Neva Lee
Mary Wu
Stephen Lee
Elizabeth Won
Alan Wom
Anthony Mills
K. Ogren
Judy Clarke
Jo Robertson
John Breslin
Jeffrey Wayman
Andrew Jin
Jennice Dea
Stephen Ng
Myron Kirkes
Elsa Asuelo
Janice Gill
Val King
Alfredo DeLemos
C. Hamilton
C. Flores
Glen Powell
Gayle Sailors
Anthony Robinson
Linda DeSimone
Jim Riggsbee
Jeannette Lee
Nancy Comer
Ann Milenkiewicz

Gary Tom	Marvin Lee	Robert Louie	Mark Oliviera
[illegible] Fulton	Pat Clark	Susan Chang	Rosemary Chew
Allan L.	Joan Welling	James R. Miles	Lucille Morris
Richard Lee	Richard [illegible]	Paul Davis	Stanley Motomura
Richard Cumpilo	Lorraine [illegible]	Rose Lee	James Christopher
[illegible]	Wayne [illegible]	Mildred Wolfes	Thomas Wong
Kenneth Fong	Alan Sugiyama	[illegible] Ng	Lawrence Pinson
[illegible]	Albert Spence	Jack Lew	Paul Patalini
Val [illegible]	Donna Woo	Patrick Gomez	Wiley [illegible]
Tim [illegible]	Wally Goto	Glen Butler	Cyrus Collins
[illegible]	Leonard [illegible]	Russell Obana	Hall Woo
Steve Chan	Clinton [illegible]	Walter Chiu	Robert Sato
Al [illegible]	Richard Gott	Victor Crawford	Ernest Guomas
Calvin Hall	Charlotte Sisk	Joyce Miyamoto	Susan Apice
Ron Peters	Samuel Fraga	Penelope Gray	Kathleen Kenney
Patrick Leland	Kerry Quinn	John Wallace	Michael Yamamoto
Mike Lyons	Judy Clarke	Glen Powell	Dale Smith
Wayne Ellis	Dick Hayman	Cedric Chinn	Dennis Yagi
Theodore Ellwood	Mark Lamar	Gerald Lee	Gregory Liggons
Gary Miller	Julie Castanon	Earl Rabun	Gregory Chuck
Kathryn Yano	Edward Wu	Juan Escobar	Theresa Bennett
Ben Ludwig	Terry Schmerda	Marvin Dong	Mel Coit

We request that the following classifications of non-Civil Service, part-time and temporary positions be created:

1420 Typist Clerk

Sharon Schofield
Ann Fitti

1422 Junior Clerk Typist

Gary Olson
Linda Ettinger

9402 Park Ranger

Victor [illegible]
Lawrence Pinson
Henry Woo
Patrick Cumpilo
Anthony Salvador
Ronald Chan
Steve Wilkes
Charles Lee

1ST POSITION PAPER
BY
COMMISSIONER LUCILE V. MOHR
AUGUST 7, 1968

What I am about to read I may refer to as a "position paper", a popular term used in today's information media. No one has asked me to do this, but I felt with new leadership in our Library questions have developed that call for a new look at the San Francisco Public Library Commission.

So I ask your kind indulgence as I present views that have been considered before perhaps, but as Ben Johnson said, "Man needs not so much to be educated as to be reminded."

I have purposely tried to keep the remarks brief with the expectation that the Commission itself will want to explore more fully some of the problems that may result. My years of Trusteeship have been rewarded with a broad knowledge of the fruits of service to libraries; to become acquainted with Board members throughout the Nation and abroad who care enough to work for the library cause wherever they are situated; to discuss our mutual problems and possible solutions. Because the San Francisco Commissioners come into the category of caring, I am taking the privilege of speaking forthrightly.

The time has come when we have the cause and deeply rooted problems that must be worked out in a spirit of harmonious team work. Let us be done with innuendos, threats and useless conjecturings. We need a more positive approach to give strength to staff and administration. Under a new administrator we must present a united effort to help him carry on his duties. A new secretary also will look to the Commission for guidance

My first premise is to ask for surcease in the tearing-down, everything-wrong attitude. The past seven years have brought untold improvements and new life where a stalemate previously existed. Criticism that has come from the press, the public and individuals should be counteracted with the satisfactory developments. No matter that the state of perfection is lacking, where can any of us find all in order as we would like it. A new building, a home, the education of a child - does not always match up to our highest expectations. True, "a man's reach should be further than his grasp," but let us not belittle current efforts to arrive at the pinnacle. The best is none too good for the San Francisco Public Library, but in striving for that let us not tear down the foundations. I mention Staff in this capacity. They are dedicated to the jobs at hand and have conscientiously worked for constant improvement. They need help and praise to proceed - not condemnation. Review the newspaper articles of 61-62-63 and you will find when the image for betterment was on a decided upturn.

"The Trustee owes to the community and to his library the prime duty of laying hold of the main tenets which activate the Librarian in his professional work and of reaching an understanding of the standards by which the Librarian measures his work." (ALA Bulletin 1958 'The Library Trustee' by Associate Justice Francis Bergan)

The job of an administrative board is not to manage the Library, but to get it managed. The Board should maintain an aggressive long-range and basic program of policy action and know how to coordinate the program with and through the Librarian, with the result that the Librarian's position is ever strengthened. Also, the Board must be strong enough to command public respect and confidence and be adequately recognized in civic circles. A Trustee does not have to become a technician but he must gather some understanding of the professional techniques of librarianship.

I will not go into any detail about outside source of support at this time. Perhaps we could discuss that later. Sufficient to say, that the Librarian, and in turn the Board, should make every effort to have a good working relationship with newspapers and other informational media, men's and women's organizations, churches, business groups, labor and others. The Friends of the Library with the complete accord of the Librarian and the Board also should work with the Librarian in these outside groups. As to the latter, may I again quote from several sources; "Friends groups in no way supplant the duties and prerogatives of library boards. There should be complete understanding and accord between the groups. Any library activity undertaken by the Friends group should be with the consent and knowledge of the Librarian and the library board. Participation of Staff should be cleared through the Librarian. Friends are in effect a community council to interpret the library to the community and work for a broad integration of the library into the cultural and educational life of the community."

Have we recently reviewed our position for requirements as to what constitutes a good Library and Library Board?

(1) I would suggest that this Board review some of our previous policy statements. Our Librarian might want to be aware of their current relevance.

(2) Review and possibly revise our By-Laws.

(3) Make any necessary changes in the duties of standing committees.

(4) The President to review with the Secretary his duties as related to the Commissioners, individually and collectively.

(5) A new look at Book Selection Policy, and re-reading of the Library Bill of Rights.

(6) Bibliography of Trustee Reading and the Trustee Handbook will be on file with the Secretary.

I would like to suggest as our next position paper a review of Public Relations as regards to the Library image in the community.

July 28, 1968
San Francisco, Calif.

Signed
Commissioner Lucile V. Mohr

SAN FRANCISCO PUBLIC LIBRARY

September 11, 1968

Proceedings of the regular meeting of the San Francisco Public Library Commission, held Friday, September 6, 1968, in the Commissioners' Room, Main Library.

The meeting was called to order at 3:30 p.m. by President Callanan.

On roll call the following were noted present: Commisioners Callanan, Lisle, Mohr, Stern, Graves and Malone. Absent: Commissioner Bransten.

Mr. David Belch welcomed guest and observers in attendance, including: Miss Doris Yetter, League of Women Voters; Mr. R. Davis, San Francisco Mime Troupe; Mr. Edward Fundis, President, San Francisco Public Library Staff Association; Mrs. William F. Luttgens, President, Friends of the Library; Mrs. Margaret Conley, Executive Secretary to the Friends.

It was moved by Commissioner Graves and seconded by Commissioner Lisle that the minutes of the August Commission meeting be approved as submitted. There being no objection, it was so ordered.

BUILDINGS, DEVELOPMENT, MAIN LIBRARY COMMITTEE

Chairman Malone reported on the construction progress of the Anna E. Waden Branch, as given by Assistant City Architect, Mr. Hugh Hiatt. Mr. Hiatt's report indicated a 2 week delay in schedule, with an acceptance date of approximately January 1, 1969.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE

In the absence of Chairman Bransten, Mr. David E. Belch, Public Information Officer, called the Commission's attention to the public relations activities report for the month of August.

It was moved by Commissioner Graves, seconded by Commissioner Stern and unanimously adopted that the report of the Public Relations, Books, Art Committee be accepted.

FINANCE, AUDIT AND BUDGET COMMITTEE

It was moved by Chairman Graves, seconded by Commissioner Malone and unanimously adopted that the following resolution be approved:

RESOLUTION #391

RESOLVED, that the San Francisco Public Library Commission hereby authorizes payment, not to exceed $72.00, to Gwendell J. White, to be paid from Library Services and Construction Act Grant funds, for the purpose of visiting and inspecting Venice, California Branch Library of the Los Angeles Public Library.

It was moved by Chairman Graves, seconded by Commissioner Malone and unanimously adopted that the following resolution be approved:

RESOLUTION #392

RESOLVED, That the San Francisco Public Library hereby authorizes the attendance of three official delegates to the California Library Association Conference in San Diego, California, October 22-25, 1968. The Commissioner shall be appointed by the President of the Library Commission, the City Librarian shall appoint another member of the staff besides himself to attend, within the limitation of funds provided for this purpose.

ADMINISTRATION AND PERSONNEL COMMITTEE

It was moved by Chairman Lisle, seconded by Commissioner Mohr and unanimously adopted that the following resolution be approved:

RESOLUTION #393

(attached to minutes)

It was moved by Chairman Lisle, seconded by Commissioner Graves and unanimously adopted that the following investigation report by the Administration and Personnel Committee be approved.

(attached to minutes)

It was moved by Chairman Lisle, seconded by Commissioner Graves and unanimously adopted that the following request be submitted to the San Francisco Civil Service Commission:

The San Francisco Public Library Commission requests that the San Francisco Civil Service Commission appoint a special Task Force for the purpose of re-evaluation of the salary structure for all employees of the San Francisco Public Library. This salary survey is to be conducted separate from the annual salary standardization.

It was moved by Chairman Lisle, seconded by Commissioner Graves and unanimously adopted that the following resolution be approved and forwarded to the San Francisco Civil Service Commission:

RESOLUTION #394

RESOLVED, That the San Francisco Public Library Commission views with concern the action of the Civil Service Commission of August 12, 1968, where an exemption was granted allowing substitutions of library experience for accredited library science training in regard to eligibility to sit for the Senior Librarian examination. The requirement for accredited library science school training has been in force for nine years and has served to improve the qualifications for professional library service in San Francisco. The granting

of an exception to this requirement causes damage to the morale of library staff and serves to jeopardize the recruitment and promotional procedures of the library. The San Francisco Public Library Commission hereby records its support of the provision for "successful completion of a prescribed curriculum in library science at a library school accredited by the American Library Association" as a requirement for the Senior Librarian examination and requests that the Civil Service Commission reconsider its August 12, 1968 decision and uphold this requirement.

It was moved by Chairman Lisle, seconded by Commissioner Stern and unanimously adopted that the following resolution be approved:

RESOLUTION #395

RESOLVED, The San Francisco Public Library Commission hereby establishes as a requirement for employment that all library guards or watchmen acquire necessary uniforms at their own expense and that this requirement take effect with any new employees after September 1, 1968.

Description of uniform: Description of proposed uniform would be khaki pants, khaki shirt, black tie, black shoes. These above-mentioned items should be purchased by the guard assigned to the library. The library will provide guard with a badge and an arm insignia patch.

CITY LIBRARIAN'S REPORT

1. Communication to the Commission regarding requiring uniforms for library guards.

2. Mr. George Alfred, Branch Librarian of Bayview, has been appointed to the new and important Coordinating Committee on Library Service to the Culturally Deprived. This committee is an outgrowth of the Special Council Committee on Freedom of Access to Libraries which was chaired by Keith Doms of Pittsburgh. This assignment is important to San Francisco as well as to the library profession.

3. An exhibit of Vietnamese paintings is on special display on the third floor of the Main Library until next Friday. This display is being sponsored by the Consul General of Vietnam and the Twelfth Marine Corps District.

4. Opera season brings with it a renewal of the Main Library mid-day record concerts, beginning on Tuesday, September 17. These record concerts are highlights of operas to be performed during the 46th season of the San Francisco Opera.

5. The children's program has been active through various projects. The summer reading program culminates with the September 20 program which will be described later on your agenda. In addition, the library had a display booth at the Toy Fair in Brooks Hall on August 31 where books were displayed and stories told to some of the estimated 10,000 children and parents in attendance.

   Also, SFPL children's librarians are being interviewed by Sergeant Sacto of KBHK-TV for presentation to his considerable audience of children. Here again we are participating in new ways to introduce books to children.

6. You have received the library's proposal for productions by the San Francisco Mime Troupe and we ask for your action at this meeting.

FRIENDS OF THE LIBRARY REPORT

(Mrs. Luttgens, President)

1. The Friends have established a fund in memory of Mrs. Alfred McLaughlin to be used for the purchase of California historical materials. To date the fund has in it $1471.

2. Dr. and Mrs. Leon Kolb have made a contribution to the McLaughlin Fund in the form of a 100 year old engraving entitled "End of the Rebellion in the United States-1865 to be hung in the Rare Book Room.

3. The Friends were pleased to have been able to make the arrangements for acquiring the Brotman Collection of fine art books for the Library's Special Collections.

4. The proposal prepared by Mr. Anderson in regard to a Martin Luther King Memorial Negro History Collection will be discussed at the Friends' next Executive Committee meeting on September 10.

5. The Friends' fall Board of Directors meeting will be held in the Commissioners' Room on Thursday, September 26, at 4:30 p.m. and all Commissioners are invited to attend. Mr. Anderson will be present at that meeting.

6. The Friends are looking forward to working together with Mr. Anderson for the benefit of the Library.

PERSONNEL COMMITTEE REPORT

At the regular meeting of the Library Commission held August 6, 1968 it was reported to the Commission by Mr. Edward Fundis, President of the Staff Association, that a rumor was circulating throughout the library staff to the effect that certain members of the staff had received honorariums in the form of money from an outside resource.

Mr. Callanan, President of the Library Commission, immediately assigned this matter to the Commission's Committee on Administration and Personnel for investigation.

This Committee, comprised of Commissioners Lisle, Bransten and Graves met with Mr. Fundis and the Executive Board of the Staff Association on August 8, 1968. At this meeting it was determined that the rumor was to the effect that five people were involved and that in the opinion of the Staff Association this was quite demoralizing to the entire staff. The Committee then asked Mr. Anderson, the City Librarian, to arrange a meeting between the Committee and these five individuals. The Committee then met on August 12, 1968 with four of these five individuals involved, the fifth person being on vacation. It was determined that each of these five individuals had been offered checks amounting to $800 each with the representation that the checks were gifts. It was determined that three of these individuals immediately rejected these checks, feeling that it was not proper for a civil service employee to accept such a gift. A copy of a letter from the employee who was not at this meeting because of being on vacation was read, indicating that her check, too, was being returned to the donor.

The fifth member of this group stated that it was her understanding that the gift had the approval of the Commission as well as the City Librarian. In learning that the Commission had never approved such gifts and that the City Librarian had never approved such gifts, this employee stated that it was her intention to return the gift to the donor.

During the interview it was brought out that all four of the individuals felt that these gifts, though well-intentioned and without strings attached, had resulted in a demoralizing situation throughout the staff.

SAN FRANCISCO PUBLIC LIBRARY

PUBLIC INFORMATION DEPARTMENT ACTIVITY REPORT

AUGUST, 1968

1. Activity in the department has been greatly reduced during the past month due to vacations and resignations. Mrs. Burley retired, Mrs. Baskett resigned and Mr. Shickell has been on vacation. Mr. Belch will vacation during September, but otherwise the department should be in full strength.

2. The BARC informational folder was completed and forwarded for reproduction. Twelve designs for BARC bookmarks were prepared and submitted. A color rough for the "Fashion of the Third World" bibliography was prepared for the City Purchaser's office so that bids on printing that publication could be solicited.

3. The second "Library Happenings" flyer was reproduced and distributed.

4. A memo letterhead for Mr. Andersen was designed and forwarded for reproduction.

5. Three sets for institutional signs were printed.

6. A reprint of the SYNERGY bibliography on astrology was prepared as was the September edition of that publication.

7. A news release on the Bretman gift was prepared and distributed.

8. A meeting was held with Children's Services in the "13" book list and type ordered for that publication.

9. A meeting was held with the Branch Department on bookmobile schedule bookmarks and design work begun on these.

10. Activity reports have been gathered from the various departments and work begun on the Annual Report to the Mayor.

11. Three exhibit posters and a poster advertising teletype-facsimile transmission reference service at Excelsior Branch were prepared.

12. Guests on the Library radio program BOOKS & AUTHORS during August included: Bill Boyarsky (THE RISE OF RONALD REAGAN); Stan Steiner (THE NEW INDIANS); Julius Fast (THE BEATLES); and Peter S. Beagle (THE LAST UNICORN).

# # # #

RESOLUTION #393

RESOLVED That the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of August, 1968 be approved:

3630 Librarian

Barbara Alf
Deborah Frangquist
Florence Mitchell
Blanche Maulet
Ester Merves

1230 Personnel Aide

Francis Serpa

3610 Library Assistant

Eva Hayward

1422 Junior Clerk Typist

Delois Barnes

3602 Page

Elliot Greenbaum
Steve Kreinberg

AND FURTHER That the following resignations of non-Civil Service, part-time and temporary positions be accepted:

1422 Jr. Clerk Typist

Linda Ettinger

3630 Librarian

Sally Finch

3610 Library Assistant

LaJuanah Lunceford
Jimmie Rainey

3602 Library Page PTAN

Ernest Guomas
Elizabeth Wen
Theresa Bennett
Robert Loyd
Ken Ogren
Andrew Canepa
James Yee

1424 Clerk Typist

Michaeline Dever

7426 Elevator Operator

Elevator Operator

1444 Clerk Stenographer

Zena Baskett

3602 Page

Michael Shaw

COMMISSION PRESENTATION

1. Mr. R. G. Davis, Director, San Francisco Mime Troupe, presented to the Commission a preview of what he and his staff, in conjunction with the San Francisco Public Library Children's Co-ordinator, had planned for a proposed pilot program--"Puppet Shows to be held at Bookmobile Stops." The presentation gained a very pleasant reaction from both the Commission and the audience.

Commissioner Graves moved, Commissioner Malone seconded and the Commission by unanimous action, approved that the San Francisco Library endorse the proposal, subject to Financial Support, to be investigated by Mr. Figone, Secretary to the Library Commission.

FINANCIAL SUPPORT:

The Mime Troupe estimates their expenses as follows:

$25.00 per performance for eight performances	$200.00
Production expenses	100.00
Total Cost	$300.00

The Mime Troupe requested that the Library apply for these funds from these sources:

1. Mayor's Fund
2. Chief Administrative (Hotel Tax Funds)
3. The Neighborhood Arts Council
4. Friends of the Library.

It was moved by Commissioner Mohr, seconded by Commissioner Stern and unanimously adopted that the meeting be declared adjourned to Tuesday, October 1, 1968, at 3:30 p.m. in tribute to the memory of the late Mrs. Alfred McLaughlin, former member of the San Francisco Library Commission.

Respectfully submitted,

Robert R. Figone

Robert R. Figone, Secretary
San Francisco Public Library Commission

SAN FRANCISCO PUBLIC LIBRARY

October 3, 1968

Proceedings of the regular meeting of the San Francisco Public Library Commission, held Tuesday, October 1, 1968, in the Commissioners' Room, Main Library.

The meeting was called to order at 3:30 p.m. by President Callanan.

On roll call the following were noted present: Commissioners Callanan, Lisle, Mohr, Stern, Graves and Malone. Absent: Commissioner Bransten.

Mr. David Belch welcomed guest and observers in attendance, including: Mrs. Doris Yetter, League of Women Voters; Mrs. William F. Luttgens, President, Friends of the Library; Mr. Edward Fundis, President, San Francisco Public Library Staff Association.

It was moved by Commissioner Graves and seconded by Commissioner Mohr that the minutes of the September Commission meeting be approved as submitted. There being no objection, it was so ordered.

BUILDINGS, DEVELOPMENT, MAIN LIBRARY COMMITTEE

Commissioner Malone

It was moved by Chairman Malone, seconded by Commissioner Graves and unanimously approved that the firm of John S. Bolles Associates Architects be employed as interior planners and designers for the Anna E. Waden Branch Library for a fee not to exceed $2200.00.

Commissioner Mohr reported on her recent visit to the Anna E. Waden Branch stating that she is very satisfied with the progress and construction of the new building.

Commendation was also given to Mr. George Alfred, Librarian, Bayview Branch, for his imaginative decorations used at the Bayview Branch.

MAIN LIBRARY BOND COMMITTEE REPORT

Commissioner Stern, Chairman of the Main Library Bond Committee, will give a progress report at the November Library Commission Meeting.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE

Commissioner Bransten

In the absence of Chairman Bransten, Mr. David E. Belch, Public Information Officer, called the Commission's attention to the public relations activities report for the month of September.

It was moved by Commissioner Graves, seconded by Commissioner Stern and unanimously adopted that the report of the Public Relations, Books, Art Committee be accepted.

FINANCE, AUDIT AND BUDGET COMMITTEE

Commissioner Graves

It was moved by Chairman Graves, seconded by Commissioner Mohr and unanimously adopted that the expenditures, in the amount of $314.00, made from the Fuhrman Bequest Fund during the month of September be approved.

It was moved by Chairman Graves, seconded by Commissioner Stern and unanimously adopted that the following resolution be approved.

RESOLUTION #397

RESOLVED: That the San Francisco Public Library authorizes Mr. John Anderson, City Librarian, to attend a meeting of the California County Librarians in San Diego, California, on Monday, October 21, 1968. Per diem allowance to be according to San Francisco City Charter.

ADMINISTRATIVE AND PERSONNEL COMMITTEE

Commissioner Lisle

It was moved by Chairman Lisle, seconded by Commissioner Graves and unanimously adopted that the following resolution be approved.

RESOLUTION #396

(Non-Civil Service, temporary and re-certification of temporary appointments)

(attached to minutes)

CITY LIBRARIAN'S REPORT

1. I shall be attending the CLA Conference one day ahead of schedule on October 21 in order to be present at the annual County Librarians' meeting called by the State Librarians on that date. I may also attend a workshop on "Conflict and Communication." We have prepared a resolution authorizing my attendance with per diem expenses.

2. Examinations for Senior Librarian and Principal Librarians have been reannounced and the closing date is November 2nd. Hopefully we will have a new list for these positions by the first of the year. As you know, the protest on the Senior Examination was upheld in the reconsideration hearing by the Civil Service Commission on September 16. About 46 staff members will be eligible to take the Senior examination.

3. We have just signed an agreement with the Poetry Center of San Francisco State College to obtain approximately 400 duplicate tapes of interviews and readings by some 1500 poets. These tapes, starting in 1953, will be on permanent loan in our Special Collections Department and will be available to the public on a reference basis. San Francisco Public Library has already gained recognition for having a superior collection of contemporary poetry. This significant step will add distinction in this area and is the result of the Bay Area Reference project.

4. Mrs. Linda Crismond was the recipient of the third Annual Award of Merit presented by the Staff Association at its annual meeting on September 27. Mrs. Crismond was recognized for her outstanding performance in guiding the conversion of the library's periodicals holdings to EDP. Always active, she compiled the recently published Directory of Bay Area Publishers which was financed for printing by the Friends. The income is being placed into the Staff Scholarship Fund. Needless to say we are very pleased and proud of this attractive young librarian who typifies the "new breed of librarian".

5. The big finale to the Children's Summer Reading Program was held at the Civic Auditorium on September 20. Over 2,000 children received completion certificates in this year's "Reading-go-Round". Miss Morris and her childrens' librarians are to be congratulated for providing an excellent last minute program when we were prevented from using several music and dance groups.

6. A new request for State Aid Funds has been prepared. How much is available for this year's per capita grant is uncertain.

It was moved by Commissioner Graves, seconded by Commissioner Stern and unanimously adopted that the following resolution be approved.

RESOLUTION #398

WHEREAS, The Public Library Services Act of 1963 provides for financial assistance to public libraries, including per capita grants for financing improved services in libraries, and,

WHEREAS, The San Francisco Public Library is eligible for a per capita grant under this law based on a formula of "Weighed Population per capita" after Establishment Grants; now, therefore, be it

RESOLVED, That the San Francisco Public Library Commission does hereby express its desire to apply to the State of California in accordance with the provisions of this Public Library Act in Chapter 1.5 of Division 20 of the Education Code for a per capita grant for the purpose of improving library services.

7. Status report on the Chinatown Branch - H. D. Martelle, Assistant City Librarian.

A study has been made by the University of California Community Design.

(A) Report gives favorable recommendations for a possible multi-use building to be built on the present site of the Chinatown Branch Library.

(B) New construction would include:

1. Branch Library
2. Korean Methodist Church
3. Senior Citizen Center
4. Public rental apartments

A continued report of negotiations will be given at the November Library Commission Meeting.

FRIENDS OF THE LIBRARY REPORT

MRS. LUTTGENS, PRESIDENT

1. The Board of Directors of the Friends of the San Francisco Public Library met in the Commissioners Room on Thursday, September 26. Mr. Callanan spoke from the Commission and Mr. Anderson gave a talk entitled "Whither the Library"

2. The Executive Committee of the Friends has approved Mr. Anderson's proposal for the Martin Luther King, Jr. Negro Historical Collection. Work can proceed when Mrs. Poole returns from Europe.

3. The Commission and Friends are giving a reception for Mr. Anderson on October 16 from 4:30 to 6:30 in the Rare Book Room. Mrs. Luttgens is looking forward to seeing the Commissioners there as hosts.

Due to the Presidental Election on Tuesday, November 5, 1968, the Library Commission unanimously moved that the next regular Library Commission Meeting be held Wednesday, November 6, 1968.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 p.m. Wednesday, November 6, 1968.

Respectfully submitted,

Robert R Figone

Robert R. Figone, Secretary
San Francisco Public Library Commission

RESOLUTION NO. 396

October 1, 1968

RESOLVED that the following non-Civil Service, Temporary and recertification of temporary appointments which have been made by the City Librarian for the month of September, 1968 be approved:

3630 Librarian

Blanche Maulet
Ester Merves
Josephine Ripley
Celeste West
Coleen Foster
Roslyn Lank
Mary Erb

3610 Library Assistant

Barbara Humbert
Ivanore Barnes

1444 Clerk Stenographer

Patricia A. Hawkins

1402 Junior Clerk

Ignacia Morales
Gerry Brown

1422 Junior Clerk Typist

Delois Barnes

2714 Janitor

Joe E. Johnson

3602 Page

Lawrence Smith

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

7416 Book Repairer

Ellen Yung

3602 Page

Eric Christensen
Elliot Greenbaum

3630 Librarian

Marie Knapp
Florence Muller

3602 Library Page PTAN

Michael O. Sanders
Ron Kobata
Judith S. Clarke
Lester Gok
Gail M. Sailors
Cyrus Collins
Bruce Baker
Kenneth Parks
Robert Toler
Dominic Barsi

3632 Senior Librarian

Sue Fowler

1402 Junior Clerk

Bomar Ware

3610 Library Assistant

Daniel Hines

1422 Junior Clerk Typist

Caryn Combis
Joan Casserly

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING

November 15, 1968

Proceedings of the regular meeting of the San Francisco Public Library Commission, held Tuesday, November 6, 1968, in the Commissioners' Room, Main Library.

The meeting was called to order at 3:30 p.m. by President Callanan.

On roll call the following were noted present: Commissioners Callanan, Lisle, Mohr, Stern and Malone. Absent: Commissioners Bransten, Graves.

It was moved by Commissioner Lisle and seconded by Commissioner Stern that the minutes of the October Commission meeting be approved as submitted. There being no objection, it was so ordered.

Mr. David Belch welcomed guest and observers in attendance, including: Mrs. William F. Luttgens, President, Friends of the Library; Mrs. Doris Yetter, League of Women Voters; Mr. Garth Brown, South of Market.

BUILDINGS, DEVELOPMENT, MAIN LIBRARY
COMMISSIONER MALONE

Commissioner Malone introduced a recent sidewalk art contest proposal set forward by Mr. Barry Wasserman of John Bolles Associates.

The sidewalk art contest would be for the new Anna E. Waden Branch Library. The contest would include the eight elementary and one junior high schools in the area.

Supervision and judging of art submitted will be handled by the architects and sculptor assigned to the project.

It was moved by Chairman Malone, seconded by Commissioner Lisle and unanimously adopted that the Library Commission hereby approves the art contest proposal as submitted.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE
COMMISSIONER BRANSTEN

In the absence of Chairman Bransten, Mr. David E. Belch, Public Information Officer, called the Commission's attention to the public relations activities report for the month of October.

It was moved by Commissioner Malone, seconded by Commissioner Lisle and unanimously adopted that the report of the Public Relations, Books, Art Committee be accepted.

FINANCE, AUDIT AND BUDGET
COMMISSIONER GRAVES

In the absence of Chairman Graves, Commissioner Malone moved, Commissioner Mohr seconded, and the Commission, by unanimous action, approved the Department Financial Statement for the period ending September 30, 1968. (Financial Statement attached.)

It was moved by Commissioner Malone, seconded by Commissioner Lisle and unanimously adopted that the following resolution be approved:

RESOLUTION #399

RESOLVED: That the San Francisco Public Library hereby authorizes the attendance of two official delegates to the California Library Association Conference in San Diego, October 22-25, 1968, to be paid from Library Services and Construction Act funds.

It was moved by Commissioner Malone, seconded by Commissioner Stern and unanimously adopted that the following resolution be approved:

RESOLUTION #400

RESOLVED: The San Francisco Public Library Commission hereby authorizes the acceptance of the State Per Capita Grant in the amount of $18,187.00 for the financing of improved library services for the year 1968-1969.

It was moved by Commissioner Malone, seconded by Commissioner Lisle and unanimously approved the expenditures in the amount of $3,626.20 which had been made from the Fuhrman Bequest Fund during the months of August and October.

ADMINISTRATION AND PERSONNEL COMMITTEE
COMISSIONER LISLE

It was moved by Chairman Lisle, seconded by Commissioner Mohr and unanimously adopted that the following resolution be approved:

RESOLUTION #401

(attached to minutes)

MAIN LIBRARY BOND COMMITTEE
COMMISSIONER STERN

It was moved by Chairman Stern, seconded by Commissioner Mohr and unanimously adopted that the following resolution be approved:

RESOLUTION #402

RESOLVED: That the San Francisco Public Library Commission hereby authorizes the SFPL to make application and receive a Federal planning loan in the amount of $125,000 and that the City Librarian be designated as the officer of the City and County authorized to act in its behalf.

Report of meetings with Mr. Allan Jacobs and Mr. Harry Ross will be given during the December Library Commission meeting.

Commissioner Stern reported that the San Francisco Conservatory of Music has indicated an interest for the possible rental of the Main Library Building if the bond measure is successful. Commissioner Stern and Mr. Anderson will be meeting with Mr. Milton Salkind, Director of San Francisco Conservatory of Music to discuss possible occupancy of Main Library building.

Commissioner Mohr represented the San Francisco Public Library Commission at the California Library Association Conference in San Diego. Commissioner Mohr was very happy to report on the interest expressed by the library trustees in regards to the San Francisco Bay Area Reference Project. Since the basic goals of the conference workshops emphasized programs for the community, this in turn makes the San Francisco project a leader and a model project for other communities.

CITY LIBRARIAN'S REPORT

1. Orientation Program

   A long needed program has now begun in our system under the coordination and direction of Mrs. Dawn Panasenko. This new program will enable our new staff to become better acquainted with the programs that are being offered by the San Francisco Public Library. I am quite pleased with the high caliber of people that have applied and been accepted in our system.

2. Thanks for the Reception on October 16, 1968.

3. San Mateo Project Submittal / Trip to North Bay / S. F.'s Library Leadership.

   We have submitted the San Mateo Project, but as yet we have had no reaction to our application. We hope that the San Francisco Library can and will provide the leadership that will be required in this project.

4. Budget Time

   a) Supplemental Request for December meeting.

      A Supplemental request is being prepared for an additional guard and other security measures in the Main Library building.

   b) Preliminary Requests Underway for 1969-70 Budget.

      Preliminary requests have been sent by Mr. Figone, Secretary - Public Library Commission, to the branches and departments in the Main Library.

5. Recent Programs

   a) Irish Festival at Park

   b) Joseph Casoly-Pictorial History of S. F. at Noe Valley

   c) Drama and Mixed Media at Richmond

   d) Mid-day Opera Record Concerts

   e) Summary of Summer Childrens' Programs

6. Report on CLA Conference and County Librarians Conv.

7. Staff Retreat

An all day staff retreat was held at the Hyatt House Motel. This was the first of a series of staff retreats to be held during this year.

8. Mr. Martelle

Mr. Martelle reported that negotiations are still under way with the Korean Methodist Church in Chinatown. A further report will be given during the December Library Commission meeting.

On November 1 and continuing for three weeks, a research team from IBM will be conducting a study of SFPL operations. They will examine various functions within the library: work flow, record keeping, etc., in order to produce a document in the nature of a marketing survey. This survey, to determine the feasibility of producing library-related machines and aids, will benefit IBM directly; however, the library will receive copies of the data collected. This in turn will benefit us in our internal planning.

FRIENDS OF THE LIBRARY REPORT

MRS. LUTTGENS, PRESIDENT

1. Reception for Mr. Anderson seemed very successful. Mrs. Mohr and Mr. Figone were of great assistance.

2. Friends Newsletter has just been mailed. a) Membership now 926; renewal notice enclosed with Newsletter. b) List of donors to Rare Books and Special Collections. c) Separate notice included concerning San Francisco Women's Press Club luncheon on December 3 to benefit Friends of SFPL and Friends of Oakland PL. Speaker at the luncheon will be Tish Baldridge, former secretary to Mrs. John F. Kennedy, held at Goodman's Restaurant, Jack London Square, Oakland. Tickets available through Friends office.

3. A Friends Committee is meeting on the subject of the Library position concerning Charter Revision Committee hearing on December 2. Mr. Anderson and Mrs. Stern are meeting with the Friends Committee.

4. A Library staff committee appointed by Mr. Anderson to suggest projects involving Library service to the underprivileged has recommended that the proceeds from the Friends' 1968 Book Sale plus a $2000 foundation grant might be directed toward making a film to interest non-users in Library programs.

This Library committee, the Administrative Council, and the Friends Executive Committee will be viewing a variety of films to further acquaint themselves with the possibility of such a project directly after the Commission meeting today.

CHRISTMAS AND NEW YEARS EVE CLOSING TIME

It was moved by Commissioner Mohr, seconded by Commissioner Lisle and unanimously adopted that the San Francisco Public Libraries will close at 5 p.m. on Christmas and New Years Eve 1968.

COMMUNICATIONS

From Yori Wada, President - Civil Service Commission, and John Molinari, Vice President - Civil Service Commission, regarding: The Library Commission request for San Francisco Civil Service reevaluating the salary structure of library classes, separate from the annual salary standardization survey. File.

There being no further business to come before the Commission, the meeting was declared adjourned until 3:30 p.m., Tuesday, December 3, 1968.

Respectfully submitted,

Robert R Figone

Robert R. Figone, Secretary
San Francisco Public Library Commission

FINANCIAL COMMITTEE REPORT
SAN FRANCISCO PUBLIC LIBRARY
QUARTER ENDING SEPTEMBER 30, 1968

REVOLVING FUND $3,000.00

RECEIPTS: JULY, AUGUST, SEPTEMBER 1968

Fines	$20,266
Books Paid	2,227
Sales of Reserve Postals	8,611
Miscellaneous Income	2,036
TOTAL RECEIPTS	$33,140

****

	BUDGET-TRANSFER	EXPENDED FOR THE QUARTER	EXPENDED TO DATE	BALANCE
Permanent Salaries	$2,283,380	$528,528	$528,528	$1,754,852
Overtime Salaries	1,050	136	136	914
Temporary Salaries	4,750	98	98	4,652
Wages	371,128	71,643	71,643	265,485
Contractual Services	103,841	22,828	22,828	81,013
Maint.&Repair Auto	1,500	255	255	1,245
Maint.&Repair Office Eqp.	3,000	642	642	2,358
Reproduction Services	50	9	9	41
Tabulating Services	50			50
Heat,Light & Power	53,300	11,435	11,435	41,865
Telephone and Telegram	12,217	5,200	5,200	7,017
Scavenger Services	2,418	202	202	2,216
Binding	55,000	52,000	52,000	3,000
Subscription	75,000	73,000	73,000	2,000
Material and Supplies	66,250	16,500	16,500	49,750
Equipment	2,630			2,630
Library Book	714,500	579,563	579,563	134,937
Fixed Charges	38,143	36,546	36,546	1,597
Compensation Insurance	1,000	250	250	750
Fidelity Insurance	71			71
Automobile Insurance	400			400
Retirement	113,254	28,311	28,311	84,943
Social Security Tax	82,015	20,503	20,503	61,512
Health Service	19,819	4,953	4,953	14,866
Services of Other Depts.	45,904	11,475	11,475	34,429
TOTAL	$4,016,670	$1,464,077	$1,464,077	$2,552,593

BUDGET TRANSFERRED TO DEPARTMENT OF PUBLIC WORKS	APPROPRIATED
Maintenance & Repair of Building	$47,000
Improvements	30,000
TOTAL BUDGET TRANSFERRED TO PUBLIC WORKS	$77,000

November 6, 1968

RESOLUTION #401

RESOLVED That the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of October, 1968, be approved:

3630 Librarian

Therese Jewell
Eleanor Newhard
Judith Strum
Carol Coon

3602 Page

Calvin Rouse
Robert E. Hoffmann

3610 Library Assistant

Helen Carey

1422 Junior Clerk Typist

Delores Brown

1444 Clerk Stenographer

Ruth A. Abat

7426 Elevator Operator

Leon Cooks, Jr.

3602 Page PTAN

Millicent March
Irma J. Lee
Wm. D. Swearinger
Douglas Young
Allen Hayward
Chanetta V. Jackson
Michael Curry

AND FURTHER That the following resignations of non-Civil Service, part-time and temporary positions be accepted:

3602 Page PTAN

Eileen Malley
Juan Escobar
Richard Faenzi
Wanda King
Irma Lee
William Swearinger

1444 Clerk Stenographer

Frances Paceley

1422 Junior Clerk Typist

Fern Lynch

3630 Librarian

Rose Milber
Esther Merves

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING

December 24, 1968

Proceedings of the regular meeting of the San Francisco Public Library Commission, held Tuesday, December 3, 1968, in the Commissioner's Room, Main Library.

The meeting was called to order at 3:30 p.m. by President Callanan.

On roll call the following were noted present: Commissioners Callanan, Graves, Mohr, Stern, and Malone. Absent: Commissioner Bransten and Lisle.

It was moved by Commissioner Mohr and seconded by Commission Stern that the minutes of the November Commission meeting be approved as submitted. There being no objection, it was so ordered.

Mr. David Belch welcomed guest and observers in attendance, including: Mrs. Williams F. Luttgens, President, Friends of the Library; League of Women Voters; Mrs. Doris Yetter; Mr. Garthe Brown, South of Market; Mrs. Mary Schariff, Police Relations Volunteers.

BUILDING, DEVELOPMENT, MAIN LIBRARY
COMMISSIONER MALONE

Commissioner Malone reported that the Anna W. Waden Branch Library furniture specifications have been submitted to City Purchaser for bidding.

In order to review, Commissioner Malone asked Mr. Martelle to please submit the finalist in the sidewalk art contest for the new Anna E. Waden Branch Library.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE
COMMISSIONER BRANSTEN

In the absence of Chairman Bransten, Mr. David E. Belch, Public Information Officer, called the commission's attention to the public relations activities report for the month of November.

Mr. Belch announced that Mayor Joseph Alioto has officially adopted the Library's Public Relation's Card as his offical city invitation.

It was moved by Commissioner Mohr, seconded by Commissioner Stern, and unanimously adopted that the report of the Public Relations be accepted.

ANNA E. WADEN PORTRAIT

It was moved by Commissioner Mohr and seconded by Commissioner Groves that the Library Commission employ Mrs. Margery Lester at a cost of $750.00 to be paid from the Trust Fund. This amount will be spent for the painting of the portrait of Miss Anna E. Waden which will be place in the new Anna E. Waden Branch Library.

The voting for the employment of Mrs. Margery Lester went as follows: Agreed: Commissioners Graves, Mohr, and Malone. Opposed: Commissioner Stern. (Motion passed.)

FINANCE, AUDIT, AND BUDGET
COMMISSIONER GRAVES

It was moved by Chairman Graves and seconded by Commissioner Mohr, and unanimously adopted that the expenditures, in the amount of $1,768.00 made from the Fuhrman Bequest Fund during the month of November, be approved.

REQUEST FOR SUPPLEMENTAL APPROPRIATION

It was moved by Chairman Graves, seconded by Commissioner Stern, and unanimously approved that the following resolution be approved:

RESOLUTION #404

RESOLVED: That the Library Commission authorizes a request for Supplemental Appropriation in the amount of $28,559.00 for Personal Services and Contractual Services. This Supplemental Appropriation is required for the new Anna E. Waden Branch Library.

It was moved by Chairman Graves, seconded by Commissioner Malone, and unanimously approved that the following resolution be approved.

RESOLUTION #405

RESOLVED: That the Library Commission authorizes a request for Supplemental Appropriation in the amount of $7,332.00 to provide adequate security program for the Main Library Building in order to protect the lives and property of its staff and patrons.

ADMINISTRATION AND PERSONNEL
COMMISSIONER LISLE

In the absence of Chairman Lisle, President Callanan moved, seconded by Commissioner Malone, and unanimously adopted that the following resolution be approved:

RESOLUTION #406

(attached to the minutes)

BY-LAWS COMMITTEE

In the absence of Chairman Lisle of the By-Laws Committee, discussion and revision of the By-Laws was postponed until the January meeting.

MAIN LIBRARY BOND COMMITTEE
COMMISSIONER STERN

Commissioner Stern reported that her recent meeting with Mr. Henry Ross has indicated that the Main Library Bond would be placed on the November 1970 ballot for voters approval.

President Callanan has suggested to the Art Commission of the possible multi use of the Main Library Building to be taken under consideration.

CITY LIBRARIAN'S REPORT
Mr. John F. Anderson

1. Advance Planning Loan

A resolution was prepared for the Board of Supervisors. On November 20, it was presented to the Finance Committee Meeting. The committee gave a do pass approval. On November 25, it was presented to the Board of Supervisors and it was given approval (9-0).

2. Because of the cosmopolitan and metropolitan nature of San Francisco, it is necessary that the Library not only serve the daily information and reading needs of its neighborhoods, but also provide a reference and public research facility at the Main Library. This Main Library serves as a focal point for access to a coordinated network of high level information needed to aid successfully in the operation and development of an increasingly sophisticated society. As the core city of the Bay Area, this Library will provide leadership and strength to regional library service and will seek to be designated as one of the regional reference centers in the State of California.

3. We are expanding our staff orientation program to include the whole clerical staff. Two half-day sessions will be held on December 12 and 13. Mrs. Dawn Panesenko, Administrative Assistant for the Chief of Branches, is in charge of the program. I will talk about the library's philosophy and present the proposed goals.

4. We are now doing preliminary revision work on our proposal to extend BARC to San Mateo County. I am confident that we will be able to do so and that BARC will be continued with North Bay Cooperative. Our hope, and the hope of the State Library, is to connect BARC with the whole Bay Area. I think we shall see it within two years.

5. We have obtained the $300.00 necessary for the Mime Troupe to put on bookmobile puppet show through the Neighborhood Arts Program.

ASSISTANT CITY LIBRARIAN'S REPORT
Mr. Harold D. Martelle

1. Mr. Martelle reported that meetings have been scheduled for the month of December with the Korean Methodist Church in Chinatown.

2. The Public Relations staff have prepared Flyers for our new Anna E. Waden Sidewalk Art Contest.

FRIENDS OF THE LIBRARY REPORT
Mrs. Luttgens, President

1. The Friends will make a public statement on behalf of the Library before the Charter Revision Committee on December 12.

2. Friends have approved the use of the proceeds from last year's Book Sale plus a $2000 foundation grant for a film to attract non-users to the Library. This proposal was presented by a Library Staff Committee headed by George Alfred and was one of several alternate proposals. A Film Committee will proceed with planning of the film and will also work toward incorporating it into a larger out-reach program. Mrs. John Gamble and Adrian Wilson will serve as liaison between the Friends and Film Committee.

3. The Friends have established a Library Program and Activities fund in the current budget for small projects (under $100) requested by librarians who cannot secure funding through regular city channels. Emphasis will be on requests from branches.

4. Mrs. Mohr, Mrs. Luttgens, and Mr. Stern attended the San Francisco Women's Press Club-Sponsored Luncheon featuring Tish Baldridge, author of "Of Diamonds and Diplomats", and benefitting Friends of San Francisco and Oakland Libraries.

5. A letter was received from a renewing Sponsor congratulating the Friends on our emphasis on the Library's relevancy to educational needs of the day and on our support of outreach programs like the Fillmore Street Reference Project.

COMMISSION PRESENTATION

1. Mrs. Mary Schariff, representing the San Francisco Police Community Volunteers, appeared in behalf of the South of Market Library proposal.

2. President Callanan asked if Mrs. Schariff would meet with the Library Administration to discuss the Library's position. Mrs. Schariff agreed. A meeting will be set for the month of December.

There be no further business to come before the Commission, the meeting was declared until 3:30 p.m. on Tuesday, January 7, 1969.

Respectfully submitted,

Robert R. Figone

Robert R. Figone, Secretary
San Francisco Public Library Commission

December 3, 1968

RESOLUTION #403

RESOLVED That the following non-Civil Service, temporary and recertification of temporary appointments which have been made by the City Librarian for the month of November, 1968, be approved:

3630 Librarian

Helen McGregor
Jennifer Berger
Karey Wehner

1402 Junior Clerk

Frank Poydras

8202 Watchman

Walter Whitten

1422 Junior Clerk Typist

Susan Quillinan

AND FURTHER That the following resignations of non-Civil Service, part-time and temporary positions be accepted:

3630 Librarian

Roslyn Lang
Anne Roughton

1444 Clerk Stenographer

Joyce On

3602 Page

Steve Kreinberg
Martin Magid

SAN FRANCISCO PUBLIC LIBRARY
COMMISSION MEETING

January 7, 1969

Proceedings of the regular meeting of the San Francisco Public Library Commission, held Tuesday, January 7, 1969, in the Commissioners' Room, Main Library.

The meeting was called to order at 3:30 p.m. by President Callanan.

On roll call, the following were noted present: Commissioners Callanan, Graves, Mohr, Stern, Lisle, and Malone. Absent: Commissioner Bransten.

Commissioner Stern noted that the minutes of the December meeting were incorrect. Paragraphs corrected to read as follows:

> "Commissioner Stern and Commissioner Malone discussed their recent meeting with Mr. Harry Ross, former City Controller, at which time, Mr. Ross suggested to Commisioners Stern and Malone that November of 1970 would be the date to consider placing the Main Library Bond on the ballot for the voters' approval.
>
> Commissioner Stern stated for the record that she objected to the method that was used to employ Mrs. Margery Lester to paint the portrait of Anna E. Waden. Her objection was based on the fact that the Commission was not given a clear and adequate presentation to evaluate the artist. On this basis, Commissioner Stern voted against the employment of Mrs. Margery Lester".

It was moved by Commissioner Mohr and seconded by Commissioner Stern that the minutes of the December meeting be approved as corrected. There being no objection, it was so ordered.

Mr. David Belch welcomed guests and observers in attendance, including: Mrs. William F. Luttgens, President, Friends of the Library; League of Women Voters; Mrs. Doris Yetter; Mr. Garthe Brown, South of Market; Jennifer Berger, Excelsior Branch; Donna Smith, North Beach Branch; Art Sheridan, KNEW News; Ivan Sharpe, San Francisco Chronicle.

BUILDING DEVELOPMENT, MAIN LIBRARY

COMMISSIONER MALONE

Commissioner Malone reported that the Anne E. Waden Branch Library furniture specifications have been submitted to the City Purchaser for bidding.

The carpet bidding will be open on January 21, 1969 and the furniture bidding will be open on January 27, 1969. Commissioner Malone also reported that he was quite impressed with the children's art that has been submitted for the Anna E. Waden Sidewalk Art Contest.

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Discussions with the Mayor also included the possibility of an Art Competition Program for the new Main Library Building. Chairman Stern will report any further progress at the February Commission Meeting.

CITY LIBRARIAN'S REPORT
MR. JOHN F. ANDERSON

1. Appeared before the Civil Service Commission on behalf of the Library personnel.

2. Informed the Commission of his attendance to the meeting of the American Library Association to be held in Washington, D.C.

3. Reported to the Commission that he has notified Supervisor Robert H. Mendelsohn in regard to the proposed South of Market Library that is being initiated by Mr. Garth Brown.

ASSISTANT CITY LIBRARIAN'S REPORT
MR. HAROLD D. MARTELLE

1. Negotiations are still under way with the Korean Methodist Church in Chinatown.

2. The Bay Area Reference Project has been given National publicity in library school journals.

3. The Anna E. Waden Sidewalk Art Contest entries have been judged.

FRIENDS OF THE LIBRARY REPORT
MRS. LUTTGENS, PRESIDENT

1. The Friends have received another $1000. grant from the national foundation which gave the Friends $2000. a year ago for a project in the field of library service for the disadvantaged.

2. A library of 300 recently published books on business and merchandising is being given to the Library thrcugh the Friends.

3. All schools have materials for the Poetry Contest for National Library Week, April 20 - 26, 1969.

ELECTION OF OFFICERS

President Callanan declared that the nominations were in order for the office of Commission President for the 1969 term.

Commissioner Mohr nominated Commissioner Lisle for the office of President. The nomination was seconded by Commissioner Graves.

Commissioner Malone moved and Commissioner Stern seconded that the nominations be closed. Commissioner Lisle was declared elected by unanimous vote.

It was moved by Chairman Graves and seconded by Commissioner Stern and unanimously adopted that the following resolution be approved.

RESOLUTION #407

RESOLVED: That the Library Commission hereby authorize the City Librarian to re-apply to the California State Library for funds to finance an extension of the demonstration project at no cost to the City and County of San Francisco and that, if funds be granted for this purpose, that the City Librarian be authorized to accept such funds.

It was moved by Chairman Lisle, seconded by Commissioner Graves and unanimously adopted that the following resolution be approved:

RESOLUTION #408

(Approval, non-Civil Service and re-certification of temporary appointments).
ATTACHED TO MINUTES

It was moved by Chairman Lisle, seconded by Commissioner Stern and unanimously adopted that the following resolution be approved:

RESOLUTION #409

RESOLVED: That the Library Commission hereby approves Mr. John F. Anderson's attendance to the American Library Association Meeting to be held in Washington, D. C., January 27-31, 1969, payment to be made within the limitation of funds appropriated for this purpose.

BY-LAWS COMMITTEE
COMMISSIONER LISLE

1. The By-Laws Revision and,
2. Adoption of List of Responsibilities

Both topics were discussed by the Commission. Final amendments to the By-Laws will be made during the February Meeting.

The Secretary's Office advised by President that the amendments will be included in the February minutes.

MAIN LIBRARY BOND COMMITTEE
COMMISSIONER STERN

Chairman Stern informed the Commission that she has met with the following City Officials: Mayor Joseph L. Alioto; Mr. Thomas Miller, Executive Assistant to the Chief City Administrator; Mr. Nathan B. Cooper, City Controller; Mr. S. Myron Tatarian, Director of Public Works.

The meeting with the above mentioned City Officials, Chairman Stern advised the Commission, gave her an opportunity to explain to each the importance of HUD Planning Loan in order to start early planning for the November, 1970 Main Library Bond.

PUBLIC RELATIONS, BOOKS, ART COMMITTEE
COMMISSIONER BRANSTEN

In the absence of Chairman Bransten, Mr. David E. Belch, Public Information Officer, called the Commissions' attention to the public relations activities report for the month of December.

It was moved by Commissioner Graves and seconded by Commissioner Mohr and unanimously adopted that the report of the public relations be accepted.

FINANCE, AUDIT, AND BUDGET
COMMISSIONER GRAVES

It was moved by Chairman Graves and seconded by Commissioner Lisle and unanimously adopted that the expenditures in the amount of $687.14 made from the Fuhrman Bequest Fund during the month of December be approved.

PROPOSED 1969-1970 LIBRARY BUDGET

Chairman Graves submitted for reviewal, the 1969-1970 library budget as presented by the City Librarian, Mr. John F. Anderson, totalling $4,810,952. This represents an increase of $793,107. over the 1968-1969 budget of $4,017,845. The need for more library personnel was discussed by Commissioner Lisle. Mr. John F. Anderson, City Librarian, reviewed charts of comparable cities as to the number of professional librarians that are employed. San Francisco has comparably fewer professional librarians for the size of its population. Oakland, serving a population less than one half than that of San Francisco, has the same number of librarians.

Commissioner Stern noted that the Friends of the Library will be doing everything in their power to represent the Library at the Supervisors' Finance Hearing. Commissioner Malone advised the Commission and the City Librarian to address themselves to Mayor Alioto and stress the importance of new help needed especially with focus on the fact that the San Francisco Public Library will begin a regional library where more personnel will be needed.

Commissioner Mohr noticed that an increase of patrons from the circulation lists continues to rise without an increase in personnel. Commissioner Stern suggested that perhaps the Mayor and the Board of Supervisors could attend a Bay Area Reference Center Facsimile Demonstration so that they would actually see what the library is endeavoring to do.

After considerable study and discussion, it was moved by Commissioner Malone and seconded by Commissioner Graves that the presented library budget be reduced by 50% An increase of $238,549 was asked. This figure includes 24 staff positions and additional part-time personnel. The amount of the reduction would present a figure of $119,000.

Voting on the Motion: To reduce the budget by $119,000.
FOR: Commissioners Mohr, Graves, Malone.
AGAINST: Commissioners Stern, Lisle
Motion Passed: City Librarian will reduce the proposed 1969-1970 budget in the amount of $4,810,952 by $119,000.

President Callanan declared that nominations were in order for the office of Commission First Vice-President for the 1969 term.

Commissioner Malone nominated Commissioner Mohr for the office of First Vice-President. The nomination was seconded by Commissioner Graves.

Commissioner Lisle moved, Commissioner Stern seconded that the nominations be closed. Commissioner Mohr was declared elected by unanimous vote.

President Callanan declared that nominations were in order for the office of Commission Second Vice-President for the 1969 term.

Commissioner Graves nominated Commissioner Malone for the office of Second Vice-President. The nomination was seconded by Commissioner Stern.

Commissioner Mohr moved and Commissioner Lisle seconded that the nominations be closed. Commissioner Malone was declared elected by unanimous vote.

President Callanan thanked his fellow Commissioners, the City Librarian, and the Secretary for their assistance during his two terms as President.

It was moved by Commissioner Malone, seconded by Commissioner Mohr and unanimously adopted that President Callanan be commended for his leadership of the Commission and a job well done.

Commissioner Lisle expressed her gratitude for her election to the Presidency. She added that she hoped to carry out the duties of the office in the fine traditions of the President who had preceded her.

COMMUNICATIONS

From the Honorable Ronald A. Pelosi, Supervisor, Re: Requesting the Commission to take whatever action that may deem necessary to save the Library presently housed in the Trade Center.

President Callanan referred the investigation to Mr. Anderson and report to the Library Commission

There being no further business to come before the Commission, the meeting was delcared adjourned until 3:30 p.m., Tuesday, February 4, 1969.

Respectfully submitted.

Robert R Figone

Robert R. Figone, Secretary
San Francisco Public Library
Commission

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RESOLUTION NO. ~~407~~

January 3, 1969

RESOLVED THAT the following non-Civil Service, Temporary and recertification of temporary appointments which have been made by the City Librarian for the month of December, 1968, be approved:

3602 Library Page

Donald Sykes
Kenneth Beck

1422 Junior Clerk Typist

Marjorie Bridge
Charles Hayes

3602 Library Page PTAN

Stuart Kiang
Betty Mitchell
Scott F. Linn
Marilyn Strack

1402 Junior Clerk
Louis Silverfield

1424 Clerk Typist

Eleanor Moritz
Martha Romero

1220 Payroll and Personnel Clerk

Richard Guerreiro

AND FURTHER that the following resignations of non-Civil Service, part-time and temporary positions be accepted:

1402 Junior Clerk

Louis Silverfield

1422 Junior Clerk Typist

Gale Cleveland

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